

SCHOOL CALENDAR GUIDELINES

A district-wide calendar of events showing all "after-school" activities for each attendance center in the school district shall be maintained by the principals and posted on the district website.

The following procedures shall apply for approval of calendar requests:

- (a) A request to have an event placed on the calendar originally must be filed with the building principal prior to the event.
- (b) The request must be approved by the building principal and be placed on district calendar and posted on the website.
- (c) If there is an apparent conflict, the request will be denied.
- (d) Athletic schedules should be filed and placed on the district website for each sport, when scheduling is completed.

APPROVED: May 14, 1985
May 17, 2010
DECEMBER 15, 2014