

**Ministry of Education**

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**RMM 08:01**

**MEMORANDUM TO:** Directors of Education  
Supervisory Officers and Secretary-Treasurers of  
School Authorities  
Director of Provincial Schools Branch

**FROM:** Stephen Simard, Acting Regional Manager

**DATE:** January 7, 2008

**SUBJECT:** ***Amendments to Regulation 304, School Year  
Calendar, Professional Activity Days***

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The purpose of this memorandum is to inform you that amendments have been made to *Regulation 304, School Year Calendar, Professional Activity Days* to reflect the new statutory holiday known as Family Day. This day will occur on the third Monday in February of each year, beginning February 18, 2008 for the purpose of emphasizing and celebrating the importance of families taking time to be together.

On December 20, 2007, *Regulation 304* was amended by O. Reg 597/07. As outlined in my memo dated November 16, 2007, the amendment provides for a one-time reduction in the number of instructional days in the school year in 2007-08 and requires a minimum of 193 school days for the 2007-08 school year.

Only those boards that had planned a professional activity day on February 18, 2008 are required to re-schedule the professional activity day, and obtain Ministerial approval of this calendar modification. These boards are asked to submit to their Regional Office, prior to January 21<sup>st</sup>, 2008 an amended school year calendar, approved by the board, indicating the proposed new date for the professional activity day. These boards are required to communicate the revision to the 2007-08 school calendar to affected parents as soon as possible after Ministerial approval.

For 2007-08, the reduction in the minimum total number of school days should have minimal effect. As explained in the November 16, 2007 memo, there may be unique situations where the change could have the unintended impact of loss of compensation for some non-teaching staff and some long-term occasional teachers. As a transitional measure for this school year, school boards are expected to invite any affected staff to the workplace on an alternative day and to provide compensation. It is the government's intention that there will be no financial impact on board employees.

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If you have any questions, please contact Robert Mayer in the Sudbury-North Bay Regional Office, at 1-866-523-1313 or at [robert.mayer@ontario.ca](mailto:robert.mayer@ontario.ca) .

Stephen Simard  
Acting Regional Manager

c: Kit Rankin, Director, Field Services Branch