



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY  
PACIFIC DIRECTOR'S OFFICE  
UNIT 35007  
APO AP 96376-5007

May 2, 2011

MEMORANDUM FOR SUPERINTENDENTS AND PRINCIPALS, DODEA  
PACIFIC

SUBJECT: Guidance on Accelerated Withdrawal for SY 2011-2012

This memorandum provides guidance on early withdrawal of students with full credit for the semester or year. DoDEA policy states that students withdrawing from school before the end of the semester may be granted credit for an accelerated study program, outlined by the teachers involved and approved in advance by the Principal, providing that the withdrawal date is no earlier than 20 school days before the end of the semester. Students meeting conditions of the accelerated program are to be granted semester grades and credits. The acceleration date for DoDEA Pacific first semester is December 13, 2011. The date for the second semester is May 16, 2012. While DoDEA policy on this issue is stated in the Administrators' Manual, questions have arisen regarding the applicability of this to family plans for vacation, as well as for withdrawal prior to the 20-day limit.

The provision for permitting the early withdrawal of students with full Carnegie credit was based on careful consideration of the unique circumstances found in the DoDEA system. It is recognized that due to military necessity, families are occasionally required to move prior to the end of the semester or school year, and children should not be penalized for this. The 20-day limit provides reasonable flexibility without compromising academic standards or placing the student in an untenable position in regard to mastery of curriculum content. This provision was not intended for the convenience of family travel, visits, or other discretionary reasons. The policy requires that students present verification of the date of their sponsor's departure, i.e., Permanent Change of Station (PCS) or other official orders, to school officials in order to receive consideration for full academic credit. Students who withdraw prior to the 20-day limit receive a "*withdrawal*" grade rather than a final grade.

You should be confident of my complete support should you be questioned or challenged in the enforcement of this policy. A school procedure for parents and staff should be published or highlighted in school handbooks - especially at the high school level. Questions or concerns may be addressed to Mr. Charles Kelker, Chief of Staff.

  
Diana J. Ohman  
Director, DoDEA Pacific

## 2011-12 - Standard DoDDS School Calendar\*

### Reporting date for Educators and Nonadministrative Personnel

Tuesday, August 23 Reporting date for nonadministrative educator personnel for orientation and classroom preparation and inservice

### First Semester - (91/92\* Instructional Days)

Monday, August 29 Begin First Quarter and First Semester

Monday, September 5 Labor Day - Federal Holiday

Monday, October 10 Columbus Day - Federal Holiday

Thursday, November 3 End of First Quarter (47 days of classroom instruction)

Friday, November 4 No school for students - teacher work day

Monday November 7 Begin second quarter

Friday, November 11 Veterans Day - Federal Holiday

Thursday, November 24 Thanksgiving - Federal Holiday

Friday, November 25 Friday - Recess Day

Monday, December 19\*\* Begin Winter Recess

Monday, December 26 Christmas - Federal Holiday

### 2012

Monday, January 2 New Year's Day - Federal Holiday

Tuesday, January 3 Instruction Resumes

Monday, January 16 Martin Luther King, Jr. Day - Federal Holiday

Thursday, January 26 End of Second Quarter and First Semester

Friday, January 27 No school for students - teacher work day  
(44 days of classroom instruction)

### Second Semester - (91/92\* Instructional Days)

Monday, January 30 Begin Third Quarter and Second Semester

Monday, February 20 Presidents' Day - Federal Holiday

Thursday, April 5 End of Third Quarter  
(48 days of classroom instruction)

Friday, April 6 No school for students - teacher work day

Monday, April 9 Begin Spring Recess

Monday, April 16 Instruction Resumes - Begin Fourth Quarter

Monday, May 28 Memorial Day - Federal Holiday

Thursday, June 14 End of Fourth Quarter and Second Semester  
(43 Days of classroom instruction)

Friday, June 15 No school for students - teacher work day  
Last day for nonadministrative educator personnel

School Year 2011-2012:  
Instructional Days - 183  
Teacher Work Days - 190

\* Days per semester will be either 91 or 92. Exchange one inservice day for a student instructional day. Move the inservice day to the first work week in August. Areas will inform HQ of their decision regarding which inservice day was moved forward. Teachers will start one day earlier in August due to the additional day in the first work week. Inservice must be conducted on one of the first four days in August.