StudentInformation School Year Initialization Survey 2026-2027

It is that time of the year to think about scheduling for the 2026-2027 School Year. In order to start scheduling, we need to run the School Year initialization process. MVECA needs a completed SYI *Each Building* in your district. If you need assistance and would like us to walk through the SYI with you please email **helpstudent@mveca.org .**

School District: _____Building Name: _____

Who COMPLETED this document: Name: _____ Phone: _____

Email of person responsible for *Scheduling* at this building: _____

1. What is the First day and Last day for STUDENTS? First Day:_____ Last Day:_____

2. What is the Daily Start and Daily Stop time for your Students? (Master calendar)
   Start Time: _____ Stop Time: _____

3. How often will you generate Report Cards/Grade Cards? (Quarterly or each Semester, etc.) _____

4. What are your Start and End Dates of each Reporting Period (Grade reporting period).
   Note: Start and Stop dates cannot be Non-Attending Days**

Reporting Period	Start Date	End Date

5. Does your building generate interims? Please Enter Y/N _____

6. What Course Lengths do you want to offer in the 26/27 School Year? : **(Indicate that all that apply)**

6 Weeks	7 Weeks	9 Weeks QTR	12 Weeks TRI	18 Weeks SEM	36 Weeks All YEAR	Other

This is the course duration, not when you send report cards home. Please indicate all that apply for your building. If you have classes that only meet for a quarter, then you would indicate 9 weeks. If you only have courses that meet all Year, then you would Indicate 36 weeks. If you have both, then you would indicate 9 weeks and 36 Weeks.

6. How many Lunch Periods does this building have? _____

7. What are your Lunch Periods and Times? (Periods of the day Screen) **Please use the Period Code**

Code	Name	Start Time	Stop Time
4L	Lunch 4	11:55 AM	12:25 PM
5L	Lunch 5	11:20 AM	11:50 AM

Lunch Period	Start Time	Stop Time

8. Do you have rotation days/schedules for *ALL* of your courses? Y/N A/B Days, Blue/Gold Days, etc.)
   If Yes - Please explain: _____

9. Do you use Lockers? Enter Yes/N0 _____ If Yes, please enter series information below.
   Locker combination series for 26/27: _____

10. Do you wish to have your 25/26 ***COURSES*** copied to the 26/27 year? Enter Yes or No _____
    NOTE *SYI will only copy ACTIVE courses to the new school year. Any courses you wish to copy to the New Year MUST be active.

11. If you answered yes to number 11, do you wish to have your 25/26 COURSE SECTIONS and COURSE GROUPS copied to the 26/27 year? Enter Yes or No. _____
    Note* SYI will only copy ACTIVE course sections and course groups to the new school year. Any course sections and course groups you wish to copy to the New Year MUST be active.

Write any notes you would like to make us aware of on the bottom of this page or a separate piece of paper and attach to this document. This includes but is not limited to changes taking place in your building, grade level changes, marking pattern changes, periods of the day changes, storing alpha marks instead of numeric or vice versa, etc.

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Thank you for completing the 2026-2027 School Year Initialization Survey for StudentInformation! Please email the completed SYI Survey and your Districts Calendar (containing the information below) to helpstudent@mveca.org. The calendar does not need to be Board approved.

- Date of every School Holiday (should be on the district calendar).
- Date of every Parent-Teacher Conference Day (should be on the district calendar)
- Date of every Teacher In-Service Day (should be on the district calendar)
- Total number of planned attendance days (should be on the district calendar)