



Updated Guidance on Adoption of CDE's Model Policy for Abbreviated School Days

Dear CASB Members,

As conversations continue statewide regarding the [Colorado Department of Education's \(CDE\) Model Policy for Abbreviated School Days](#), we want to provide additional guidance on the policy's statutory requirements and our recommendations for adoption.

CASB has been in ongoing communication with CDE, the Colorado Office of the Attorney General, and school district legal counsel throughout the state since the release of the model policy on April 29, 2025.

All Administrative Units (AUs) are required by state statute to adopt CDE's model policy or to adopt a policy that substantially conforms to the Department's model policy and meets the minimum requirements described in Section 8.01(1)(j) of the ECEA rules, 1 CCR 301-8 ([C.R.S. 22-20-123\(3\)\(c\)](#), [CDE Model Policy for Abbreviated School Days](#)).

Administrative Units in Colorado are responsible for delivering special education services; however, they do this through varying structures. The state statute regarding abbreviated school days does not mandate how or where the policy must be adopted, instead, it requires that the policy be adopted in a manner that makes it binding and enforceable for staff responsible for its implementation. CASB recommends that AUs adopt and implement this policy in whatever manner they deem appropriate, which could mean a school board adoption or an administrative/operational regulation. We encourage districts to consult legal counsel to determine the most appropriate course of action.

Due to the complex and varied structures of Administrative Units (AUs), CASB has decided not to include the CDE Model Policy for Abbreviated School Days in our Core or BOCES Policy Manuals. For districts that choose to incorporate the model policy into their board policy manual, we suggest coding it as regulation **IHBA-R**, to accompany CASB Core Policy **IHBA**, which addresses special education programs for students with disabilities. Although adoption at the board-level is not legally required, doing so will fulfill all statutory obligations.

Please feel free to contact the CASB Legal Team at memberlegal@casb.org if you have questions or would like further assistance regarding the model policy.

Sincerely,
Your CASB Legal Team

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Our Fall Conference focuses on a specific topic of importance to board members each year, culminating in a Saturday Delegate Assembly. Multiple opportunities for exhibitors and sponsors. Join your colleagues for a time of networking, learning, and meeting exhibitors who are here to support your district's efforts.

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