

School Year Setup Tool Rights

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The **School Year Setup** tool is used by staff who are responsible for defining calendar information to set parameters for each school year, including the start and end date of the school year and how school minutes will be handled.

See the [School Year Setup](#) article to learn how to use this tool.

School Year Setup ☆

[Scheduling & Courses](#) > [Calendar Setup](#) > [School Year Setup](#)

Related Tools ^

Save

Delete

New

School Year Editor

Label	Start Year	End Year	Active
27-28	2027	2028	
26-27	2026	2027	
25-26	2025	2026	
24-25	2024	2025	X
23-24	2023	2024	
22-23	2022	2023	

School Year Detail

*Label

24-25

Active

☒

MCCC Year ID

*Start Year

2024

*End Year

2025

Start Date

06/27/2024

End Date

06/26/2025

School Year

Load Preference From Previous Year

Reset Default Preference

Instructional Minutes Preference

☒ Exclude non-instructional periods

☒ Exclude non-instructional minutes

☒ Exclude time gaps between periods

School Day Minutes Preference

☒ Exclude non-instructional periods

☐ Exclude non-instructional minutes

☐ Exclude time gaps between periods

Max non-instructional minutes per period

Max non-instructional minutes for period gaps

Scheduling & Courses > Calendar Setup > School Year Setup

Available Tool Rights

R	W	A	D
View School Year Detail for each defined school year. Save/Delete/New are disabled.	Make and save changes to existing School Year Detail records.	Add a new School Year Detail record.	Delete a School Year Detail record. <i>School Years cannot be deleted if Calendars are associated with them.</i>

Suggested User Groups

- [Schedulers](#)

See [User Groups and Suggested Roles](#) for more information.
