

**MEMO**

**TO** Chief Executive Officers/Directors  
Licensed/Registered Private Schools

**FROM** Patricia Landis, Chief

**DATE** August 11, 2016

**RE** 2017 Calendar - State Board  
of Private Licensed Schools

The calendar of meetings of the State Board of Private Licensed Schools for 2017 is shown below. In each case, the deadline is approximately 10 weeks prior to each Board meeting so that staff can examine submitted materials, request revisions, and submit the materials for Board member review.

Please be advised that these dates are firm. Therefore, materials received after 5:00 p.m. on the submission deadline for a particular Board meeting cannot be considered at that meeting. They can, however, be considered at a subsequent meeting.

You are reminded that Board meetings are open to the public. School administrators who have submitted items for Board action have found it beneficial to attend or have a representative present at these meetings.

If you have any questions, please call 717.783.8228.

**CALENDAR - 2017**

<u>Meeting Dates</u>	<u>Submission Deadlines</u>	<u>Location</u>
February 9, 2017	December 2, 2016	Harrisburg
May 11, 2017	March 3, 2017	Harrisburg
August 10, 2017	June 2, 2017	Harrisburg
November 16, 2017	September 8, 2017	Harrisburg