

Hardeman County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: School Calendar	Descriptor Code: 1.800	Issued Date: 03/11/10
		Rescinds: 1.800/1.801/ 1.8011	Issued: 12/16/99

1 **A. General**

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3 **1. School Year**

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5 The director of schools shall plan each year's program accounting for a 200-day year and shall
6 recommend it to the Board for approval. No later than the end of the current school year, the
7 Board will adopt, upon the recommendation of the director of schools, the official school calen-
8 dar for the succeeding school year. The regular school year shall be 200 days¹ and scheduled
9 as follows:

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11 a. A minimum of 180 student attendance days
12 b. A minimum of five (5) days in-service education for all certificated personnel and teacher
13 assistants
14 c. A minimum of one (1) day for parent-teacher conferences
15 d. Ten (10) days paid vacation for all certified personnel and teacher assistants
16 e. Four (4) discretionary days
17 f. Holidays and student vacation days shall be identified

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19 The calendar may be revised by the Board, upon recommendation of the director of schools.
20 The calendar shall be posted on the school system's official website immediately after approval
21 by the Board.

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23 **2. Extended Contracts**

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25 Extended contracts shall include twenty (20) days for each additional month employed.

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27 **3. In-Service Education**

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29 Each day of in-service education included in the school calendar shall be equivalent to not less
30 than six (6) hours of planned activities.²

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32 **4. Discretionary Days**

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34 Four (4) discretionary days shall be included in the calendar and may be designated by the Board
35 as student attendance, in-service days or administrative days, which may be used by adminis-
36 trators, faculty and staff for preparation for commencement of classes, record keeping, grading
37 examinations, parent-teacher conferences and other classroom functions.¹

5. Stockpile Days

The system may use Stockpile Days (thirteen (13) days of time accumulated by having a school day of seven (7) hours as provided for in TCA 49-6-3004(e)¹) toward instructional days missed because of extreme circumstances or for professional development activities. Prior to the beginning of the school year, the school system shall designate how many days shall be allocated for dangerous or extreme circumstances and how many shall be allocated for faculty professional development. The combined total number of days shall not exceed thirteen (13).

B. School Day

1. Student Day

The minimum length of the school day shall be seven (7) hours total for all grades.³ The actual time that students are required to be in school shall be at least six and one-half (6 1/2) hours.

2. Teacher Day

All teachers shall be on duty at least seven and one-half (7 1/2) hours and such additional time as the administrative organization requires.⁴

C. Emergency Closings

1. The Board authorizes the director of schools to close schools in the event of hazardous weather or any other emergency which presents a threat to the safety of students, staff members or school property.⁵
2. As soon as the decision to close schools is made, the director of schools will notify the public media and request that an announcement be made.
3. If school is not in session or is dismissed early due to snow or inclement weather, all scheduled activities in which students are involved will be postponed or cancelled.
4. Stockpile days shall be utilized to account for days missed due to extreme conditions. If the school system exceeds the number of days missed for which stockpile days may be used, the time lost shall be made up to the required minimum, unless otherwise approved by the State Department of Education.

Legal References:

1. TCA 49-6-3004
2. State Board of Education Guidelines for Planning Approvable In-Service Education Activities
3. TRR/MS 0520-1-3-.02(1)(a)
4. TRR/MS 0520-1-3-.03(1)
5. TCA 49-6-3004(e)(1); TRR/MS 0520-1-3-.02(1)(b)

Cross References:

- Compensation Guides and Contracts 5.111
 In-Service & Staff Development Opportunities 5.113
 Staff Time Schedules 5.602
 Staff Meetings 5.603
 Attendance 6.200