The Cleveland County Board of Education (the “Board”) believes that time is a variable in the educational process and that children may need different amounts of instructional time in order to fulfill the educational goals and objectives of the Board. The Board also recognizes that the school day and school year should be planned in such a manner as to facilitate student learning and to permit an accurate assessment of student achievement in scheduled testing periods.

A. **INSTRUCTIONAL TIME**
   Interruptions of instructional time and time off task must be kept to a minimum. The principal is responsible for ensuring that instructional time is maintained and protected in the school schedule. Each teacher is responsible for ensuring optimal use of instructional time in his or her classes.

B. **SCHOOL DAY**
   The length of the school day should be a minimum of six hours and fifty minutes. The “instructional” day includes only those hours a student is assigned to a teacher for the primary purpose of instruction. Instruction is any activity that leads toward the mastery of specific educational goals and objectives of the Cleveland County Schools’ curriculum. Activities such as homeroom, pep rallies, lunch, recess, etc., may not be counted as a part of required minimum instructional time.

C. **OPENING AND CLOSING DATES**
   The Board shall set the opening and closing date for students consistent with applicable law. The Board will revise the closing date only if necessary to comply with the minimum requirements for instructional days or instructional time.

D. **SCHOOL CALENDAR**
   The school calendar in all schools will be for 215 total days and will provide for a minimum of 185 student days or 1025 hours of instruction covering at least nine months. If school is closed early due to inclement weather, the day and the number of instructional hours originally scheduled may count towards the required minimum number of instructional days or hours. As funding permits, the Board may pursue increasing the number of instructional hours or days, at least for those students who need more time to learn the curriculum.

The Board may initiate or review recommendations from the Superintendent, a school improvement team or the community for modifying the traditional school.

Any calendar adopted by the Board will be consistent with the following requirements.

1. The calendar will consist of 215 total days and shall meet state requirements for the minimum instructional days and/or the minimum instructional hours.

2. At least 10 of the days on the calendar will be designated as annual vacation leave days.
3. The calendar will include the same or an equivalent number of legal holidays as those designated by the State Human Resources Commission for State employees, including Veteran’s Day if it falls on a weekday.

4. School will not be scheduled on Sundays.

5. The total number of workdays for teachers employed for a 10-month term will not exceed 195 days.

6. The calendar will designate “instructional” days, when students must be present.

7. The remaining days will be scheduled by the Board, in consultation with school principals, for use as teacher workdays, additional instructional days or other lawful purposes. Before scheduling workdays, each principal shall work with the school improvement team to determine the days to be scheduled and the purposes for which they should be scheduled.

8. Of the workdays described in subsection D.7, the Board will designate at least two days as protected days on which teachers may take accumulated vacation leave. All other workdays may be designated as days on which teachers may take accumulated leave, but the Board will give teachers at least 14 calendar days’ notice before requiring a teacher to work instead of taking vacation leave on any of these days. A teacher may elect to waive this notice requirement for one or more of these days.

9. The Board may, due to school closings because of inclement weather or other reasons, use any of the workdays designated in subsection D.7 above as make-up days for those instructional days that were missed. If necessary, these make-up days may be scheduled after the last day of student attendance. If either of the two protected days described in subsection D.8 above are scheduled as a make-up day, teachers may take accumulated vacation leave on the make-up day and will not be required to work.


Adopted: January 8, 2018

Replaces: Board policy 3100, School Calendar