

POST FALLS SCHOOL DISTRICT NO. 273

Series 400: Certified Personnel: Instructional Considerations

Policy No. 405.1

Policy Title: School Day

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School Day - Five (5) Day Calendar

The certified employee workday will be twenty-five (25) minutes before school begins and twenty-five (25) minutes after school ends Monday through Thursday, unless the certified employee is needed for a conference with parents or administrators, or to assist with student needs. Friday the certified employee workday will end fifteen (15) minutes after school ends unless the certified employee is needed for a conference with parents or administrators, or to assist with student needs. The certified employee's workday shall not exceed 7.5 hours on Monday through Thursday and 7.25 hours on Friday.

School Day - Four (4) Day Calendar

The certified regular professional employee's workday will not exceed eight and a quarter (8 ¼) hours on student contact days and will not exceed eight (8) hours on contracted, non-student contact days. Each building administrator will communicate the expected contracted time before and after the instructional day in writing to certified regular professional employees. Exceptions to these times may be necessary due to a conference with parents or administrators, or to assist with student needs.

If school is closed due to emergency conditions after classes have begun, teachers are required to remain in their rooms and available to students for one-half hour after the time of the emergency closure. Exceptions to this may be made by the immediate supervisors.

The beginning and closing times for the different schools as well as the instructional minutes per class periods will be scheduled each year by the principal with approval of the superintendent or his designee and vary according to needs of the school, subject area and transportation.

The length of the instructional school day shall be established and authorized in accordance with Idaho Code, state school board regulations, and Idaho statutes and accreditation standards. Exceptions from the authorized minimum and maximum instructional minutes can be made only with the approval of superintendent or his designee, as long as it does not conflict with state statutes or state board policy.

Legal References:

Idaho Code 33-512

Governance of Schools

Date of Adoption: 1/26/88

Amended: 4/14/97, 12/12/22, 1/08/24

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