

JULY 2014							AUGUST 2014							SEPTEMBER 2014							OCTOBER 2014							NOVEMBER 2014							DECEMBER 2014							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4	5						1	2	1	2	3	4	5	6				1	2	3	4							1			1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	
27	28	29	30	31	24/31	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	23/30	24	25	26	27	28	29	28	29	30	31											

JANUARY 2015							FEBRUARY 2015							MARCH 2015							APRIL 2015							MAY 2015							JUNE 2015							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7				1	2	3	4						1	2			1	2	3	4	5	6
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
25	26	27	28	29	30	31								29	30	31	26	27	28	29	30	24/31	25	26	27	28	29	30	28	29	30											

July 2014

4 Independence Day holiday for all 12-month employees (All schools and offices closed)

August 2014

13-15 New teacher orientation
 19 *OPTIONAL OR REQUIRED* workday (school use)
 20 *REQUIRED* Central Office in-service workday (designated staff only)
OPTIONAL OR REQUIRED workday for non-designated staff (school use)
 21 Back to School Rally - Time-Warner Arena a.m.
 21-22 *OPTIONAL OR REQUIRED* workday (school use) p.m.
 25 First day for students

September 2014

1 Labor Day holiday (All schools and offices closed)
 23-24 Mid-quarter progress reports distributed

October 2014

27 First quarter ends (45 days)
 28 Second quarter begins
 31 *OPTIONAL OR REQUIRED* teacher workday (school use)

November 2014

7 Report cards distributed (elementary and secondary)
 11 Veterans Day holiday (All schools and offices closed)
 26 Annual leave (Central offices open; schools closed)
 27-28 Thanksgiving Holiday (All schools and offices closed)

December 2014

2-3 Mid-quarter progress reports distributed
 22 *OPTIONAL OR REQUIRED* teacher workday (school use)
 23 Annual leave (Central offices open; schools closed)
 24-26 Winter Break holidays (All schools and offices closed)
 29-31 Annual leave (Central offices open; schools closed)

January 2015

1 New Year's holiday (All offices and schools closed)
 2 Annual leave (Central offices open; schools closed)
 19 Martin Luther King, Jr. holiday (All offices and schools closed)
 20 Second quarter ends (45 days)
 21 Third quarter begins
 23 *REQUIRED* elementary district wide workday (Central Office in-service) *OPTIONAL OR REQUIRED* teacher workday for secondary

February 2015

3 Report cards distributed (elementary and secondary)
 13 *OPTIONAL OR REQUIRED* teacher workday (school use)
 16 *REQUIRED* secondary district wide workday (Central Office in-service) *OPTIONAL OR REQUIRED* teacher workday for elementary
 24-25 Mid-quarter progress reports distributed

March 2015

12-13 *OPTIONAL OR REQUIRED* teacher workdays (school use)
 31 Third quarter ends (45 days)

April 2015

1 Fourth quarter begins
 3 *OPTIONAL OR REQUIRED* teacher workday (school use)
 6 Spring Break/holiday (All offices and schools closed)
 7-10 Spring Break/holiday leave (Central offices open; schools closed)
 22 Report cards distributed (elementary and secondary)

May 2015

7-8 Mid-quarter progress reports distributed
 25 Memorial Day holiday (All offices and schools closed)

June 2015

11 Last day for students; fourth quarter ends (45 days); Report cards distributed (elementary/middle)
 12-17 Graduation ceremonies
 12,15 *OPTIONAL OR REQUIRED* Teacher workdays (school use)
 25 Report cards distributed (secondary)

Make-up Days: Legend:

1. Oct. 31	5. March 12	14 Workdays	▲
2. Jan. 23	6. March 13	10 Annual leave days	●
3. Feb. 13	7. May 25	12 Holidays	■
4. Feb. 16	8. June 12	Quarter ends	◑

(Days will be used in the order shown.)

180 School days
 215 Total days

Purpose and Use of Workdays

Two workdays for elementary and two workdays for secondary schools are designated by the Charlotte-Mecklenburg Board of Education as required. Of the remaining 12 days, two *must* be optional. The remaining 10 days may be designated as optional or required for school use. Principals must work with the school leadership team (SLT) to designate the use for these days. Days may be scheduled and planned for different purposes, for different personnel and there is no requirement to schedule the same date for all personnel. Staff should receive this information prior to school opening.

Severe Weather Procedures Overview

CMS now has the option of operating with a two-hour delay. The two-hour delay is a transportation option that affects bus drivers and students. Schools will open two hours late; the ending bell schedules do not change. All employees, except bus drivers, will report to work at the usual time. Each principal will develop a modified bell schedule that begins two hours later than normal and ends at the regularly scheduled time.

In the event that schools do not open during severe weather, make-up days for students and staff are built into the school calendar. The days are listed as either optional teacher workdays, holidays or required annual leave days. When we use one of these days because of severe weather, we will announce that via CMS website, Intranet, email, Connect 5, Facebook and Twitter. All announcements will be made by 5:30 a.m.

ANNUAL LEAVE ACCRUAL		Standard Position Daily Hours				
Years of State Service	Monthly Accrual	8 hours per day	7.5 hours per day	7 hours per day	6.5 hours per day	6 hours per day
Less than 5 years	1.17 days	9.36 hours	8.78 hours	8.19 hours	7.61 hours	7.02 hours
5 but less than 10 years	1.42 days	11.36 hours	10.65 hours	9.94 hours	9.23 hours	8.52 hours
10 but less than 15 years	1.67 days	13.36 hours	12.53 hours	11.69 hours	10.86 hours	10.02 hours
15 but less than 20 years	1.92 days	15.36 hours	14.40 hours	13.44 hours	12.48 hours	11.52 hours
20 years or more	2.17 days	17.36 hours	16.28 hours	15.19 hours	14.11 hours	13.02 hours

***Note:** Ten annual leave days are built into the calendar each year.

SICK LEAVE ACCRUAL		Standard Position Daily Hours				
Monthly Accrual	8 hours per day	7.5 hours per day	7 hours per day	6.5 hours per day	6 hours per day	
1 day	8 hours	7.5 hours	7 hours	6.5 hours	6 hours	

PERSONAL LEAVE ACCRUAL		Standard Position Daily Hours		
Position	Monthly Accrual	8 hours per day	7.5 hours per day	
Teachers	.20 days	1.6 hours	1.5 hours	
EC Assistants and Pre-K Assistants	.20 days	1.6 hours	1.5 hours	

EMPLOYEE HOLIDAYS

July 4 – Independence Day (12-month employees)

September 1 – Labor Day

November 11 – Veterans Day

November 27 and 28 – Thanksgiving Break

December 24, 25 and 26 – Winter Break

January 1 – New Year's Day

January 19 – Martin Luther King, Jr. Day

April 6 – Easter

May 25 – Memorial Day

1ST QUARTER – 45 days

Begins: August 25

Ends: October 27

2ND QUARTER – 45 days

Begins: October 28

Ends: January 20

3RD QUARTER – 45 days

Begins: January 21

Ends: March 31

4TH QUARTER – 45 days

Begins: April 1

Ends: June 11

In compliance with federal law, Charlotte-Mecklenburg Schools administers all educational programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.