

## Designation and Use of Teacher Workdays 2017-2018 School Calendar

There are a total of 18 teacher workdays in the 2017-2018 school calendar. Of the 18 workdays, four have been designated by the district as required for Central Office use and two have been designated as optional. The remaining 12 workdays may be designated by principals as optional or required for school use.

**Instructions to principals:** Principals must work with the School Leadership Team (SLT) to designate the remaining 12 workdays as optional or required. Days may be scheduled and planned for different purposes for different personnel. Principals must communicate the final designations to staff prior to school opening.

August 16-17	Elementary/Secondary –Required Workday: Central Office In-Service
August 18	School Use: Principal Decision if Required or Optional
August 21-25	School Use: Principal Decision if Required or Optional
September 21-22	School Use: Principal Decision if Required or Optional
October 30	School Use: Principal Decision if Required or Optional
December 20-21	Optional Teacher Workdays
January 22	Elementary/Secondary –Required Workday: Central Office In-Service
February 19	Elementary/Secondary –Required Workday: Central Office In-Service
March 29	School Use: Principal Decision if Required or Optional
June 11-12	School Use: Principal Decision if Required or Optional

Related reminders:

- Teachers may receive up to two flex-day certificates a year for attending specific in-service options during the summer. Teachers may use a flex day on an optional teacher workday. They may not use these days on workdays required by Central Office or by the individual school. Teachers may use a flex day on a severe weather day designated as an optional workday.
- Teachers will receive professional development during four student early release days:
  - October 18
  - December 6
  - February 7
  - April 18