

KANAWHA COUNTY BOARD OF EDUCATION POLICY

Recovery of Lost Time Due to School Cancellations, Late Arrivals and Early Dismissals

Series: I36

Reference: West Virginia Code 18-5-45

Issued: 08.04.2014

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36.01 General. In the event Kanawha County Schools are closed or the starting time for Kanawha County Schools is delayed or Kanawha County Schools are dismissed early on account of the prevalence of contagious disease, conditions of weather or other calamitous cause over which Kanawha County Schools has no control, the Superintendent of Schools shall make an adjustment of school day schedules and/or the conversion of available non-instructional days to instructional days, calculated to recover the lost instructional time, if bank time minutes have been exhausted. Such adjustments shall be reported to the Board at the first Board meeting of each month for the recovery of time lost in the preceding month.

36.02 School Calendar Formulation. The Board shall observe the requirements of W. Va. Code §18-5-45, including the requirements: that an instructional term for students of not less than one hundred eighty separate instructional days, which includes an inclement weather and emergencies plan designed to guarantee an instructional term for students of no less than one hundred eighty separate instructional days shall be provided; and, that in the event insufficient non-instructional days designated by the Board to make-up all canceled instructional days in any particular year, out-of-calendar days will be used to actually provide students 180 separate days of instruction. Outside School Environment (OS) Days and/or other non-instructional days within the 200 day calendar will be used first to make up lost instructional time in order to achieve 180 separate days of instruction. Whether or not all OS day and other non-instructional days are used to make up missed instructional time, out-of-calendar days, up to and including, June 30, will be available to make up the any remaining lost instructional time. Any day that is canceled or when an early dismissal or late arrival occurs, all school based employees will follow the Kanawha County Inclement Weather code designated for that day.

36.03 Professional Development. Notwithstanding any school cancellations, late arrival or early dismissals, all employees will be required to complete a minimum of 18 hours of staff development, including the online Safe Schools courses or similar courses. Nothing prohibits employees from completing greater than 18 hours of professional development. Those who have not completed the required staff development by the due date will face disciplinary action if assigned courses are not completed on or prior to that designated date.

36.04 Balanced (Year Round) Calendar – The above procedures will also be applied to schools following the Balanced (Year Round) Calendar with the exception of using out-of-calendar days after the last day of school for 200 day employees as make up days. School cannot be in session beyond the 48 week window and

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therefore, lost instructional time is to be made up using OSE days and/or other non-instructional days within the 200 day calendar. Whether or not all OS day and other non-instructional days are used to make up missed instructional time, out-of-calendar days may be used to make up the any remaining lost instructional time as determined by the Superintendent of Schools.