

<b>Section A:</b>  <b>School District Organization</b>	<b>Knox County Board of Education Policy</b>			
	<b>School Calendar</b>	Descriptor Term:	Descriptor Code:	Issued:
			<b>A-130</b>	<b>7/95</b>
			Reviewed:	Revised:
	<b>10/24</b>	<b>3/11</b>		

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2 Upon the recommendation of the Director of Schools, the Board will endeavor to adopt an official school  
3 calendar 18-24 months prior to the beginning of the school year concerned, but no later than three (3)  
4 months prior. The primary consideration in the development of school calendars shall be to support and  
5 enhance student learning.

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7 The calendar will identify instructional days, in-service days, administrative days, student holidays and  
8 school holidays. The calendar may be revised by the Board, upon recommendation of the Director of  
9 Schools, due to inclement weather or other factors.

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11 The regular school year shall be 200 days<sup>1</sup> and scheduled as follows:

- 12       A minimum of 180 student attendance days;
- 13       A minimum of five (5) days in-service education for all certificated personnel;
- 14       One (1) day for parent-teacher conferences;
- 15       Ten (10) days paid vacation for all certificated personnel; and
- 16       Four (4) discretionary days.

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19 The Director of Schools shall plan each year’s program accounting for a 200-day year and shall  
20 recommend it to the Board for approval. The calendar shall be distributed to the school staff prior to the  
21 opening of the school term.

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23 **STUDENT ATTENDANCE DAYS**

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25 When schools are closed due to emergencies or unforeseen circumstances such as epidemics or inclement  
26 weather, the time lost shall be made up to the required minimum unless otherwise approved by the State  
27 Department of Education.

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29 **IN-SERVICE EDUCATION**

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31 Each day of in-service education included in the school calendar shall be equivalent to not less than six (6)  
32 hours of planned activities.<sup>2</sup>

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34 **DISCRETIONARY DAYS**

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36 Four (4) discretionary days shall be included in the calendar and may be designated by the Board as  
37 student attendance days, in-service days or administrative days. Administrative days may be used by  
38 administrators, faculty and staff for preparation for commencement of classes, record keeping, grading  
39 examinations, parent-teacher conferences and other educational functions.<sup>1</sup>

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Legal References:

1. T.C.A. § 49-6-3004.
2. State Board of Education Guidelines for Planning Approvable In-service Education Activities