

## ARTICLE 15: WORK YEAR

15.1 The total number of working days shall be one hundred eighty two (182) for teachers. There shall be two in-service days prior to the start of the school year. The first day shall be used for meetings or trainings planned by the principal. The second day, teachers shall have unscheduled time to work in their classrooms.

### 15.2 Work Year for Non-Classroom Unit Members

15.2.1 If non-classroom unit members, including, but not limited to, psychologists, counselors, nurses, librarians, language development specialists, reading specialists, program specialists, and speech therapists are needed for services beyond their regular contract year and choose to provide such services, they shall be paid at their own per diem rate.

15.2.2 Non-classroom unit members' calendars must include the 182 days that classroom unit members work. Contracted days beyond the 182 days will be calendared, agreed upon, and approved by the specialist's immediate supervisor prior to May 15th of the preceding school year.

15.3 High School Calendar: The high school calendar shall include one hundred eighty (180) instructional days, with sixteen (16) minimum days; fourteen (14) collaboration days and one hundred fifty (150) regular school days. Undesignated minimum days and collaboration days will be calendared by March 1 of the preceding year through a majority vote of the entire certificated staff. Constraints, such as the need to start all schools on the same date or the need to consider transportation schedules, will be provided by the District as guidelines for the calendar development process. All calendars must be approved by the Board of Education.

15.3.1 Minimum days are defined as two hundred forty (240) minutes at the comprehensive high school.

15.3.1.1 The minimum days will include:

- One (1) First Day of School
- One (1) Day before Winter Break
- Two (2) Days for Back-To-School Night/Open House
- Two (2) Days First Term Mid-Terms
- Two (2) Days First Term Finals
- One (1) Day Beginning of New Term/Semester
- Two (2) Days Second Term Midterm
- One (1) Day before Spring Break
- Four (4) Days End of the School Year  
(inclusive of Second Term Finals)

15.4 Middle School Calendar: At a middle school serving grades 6-8, the middle school calendar shall include one hundred eighty (180) instructional days, with sixteen (16) minimum days; fourteen (14) collaboration days and one hundred fifty (150) regular school days. Undesignated minimum days and collaboration days will be calendared by March 1 of the preceding year through a majority vote of the middle school faculty. Constraints, such as the need to start all schools on the same date or the need to consider transportation schedules, will be provided by the District as guidelines for the calendar development process. All calendars must be approved by the Board of Education.

15.4.1 Minimum days are defined as two hundred forty (240) minutes.

15.4.1.1 The minimum days will be designated as:

- Six (6) days at the end of Qtr and Progress report grading periods
- One (1) day before Winter Break

One (1) day for Back-To-School Night  
One (1) day for Open House  
Three (3) days for the End of the School Year  
The remaining days will be designated in the school  
calendar process by March 1st.

15.5 Elementary School Calendar (K-6 or K-8): The elementary school calendar shall include one hundred eighty (180) instructional days, with sixteen (16) minimum days; fourteen (14) collaboration days and one hundred fifty (150) regular school days. The sixteen (16) minimum days and collaboration days will be calendared by March 1 of the preceding year by a District committee of elementary school teachers and administrators who will develop a common calendar for all elementary schools. Constraints, such as the need to start all schools on the same date or the need to consider transportation schedules, will be provided by the District as guidelines for the calendar development process. All calendars must be approved by the Board of Education.

15.5.1 Minimum days are defined as two hundred thirty (230) minutes at the elementary school excluding Kindergarten.

15.5.1.1 The minimum days will be designated as:  
Ten (10) Days for parent conferencing  
One (1) Day before Winter Break  
One (1) Day for Back-To-School Night  
One (1) Day for Open House  
Three (3) Days for the End of the Year

15.6 A Calendar Committee of **equal representation** of WTA, CSEA, and District will meet prior to February 1st to work on calendars (Traditional, **Early Childhood Education (ECE)**) for the two subsequent years. Recommendations of this committee will go to **the respective bargaining units** prior to approval by the School Board.

15.7 The Traditional calendar shall be as attached in Appendix B-1.

15.7.1 The Special Education (SDC) Preschool Teachers will follow the WUSD instructional calendar of the sites on which they are located and work the 182 days for that site.

15.7.2 The **AM/PM ECE teachers** will work one hundred seventy-seven (177) days within the instructional calendar for the site on which they are located. The calendar shall be developed by the **AM/PM ECE** teachers and ECE/preschool administrators. This calendar shall be developed by March 1 of the preceding year. The calendar must be approved by the Board of Education.

15.7.3 **Full Day ECE** teachers will work an instructional calendar of two hundred thirty (230) days. The calendar shall be developed by the **Full Day ECE** teachers and ECE/preschool administrators. This calendar shall be developed by March 1 of the preceding year. The calendar must be approved by the Board of Education.