

Background

An Alternate Operational Day Calendar may vary the number of days that teachers are assigned duties at some of the Division schools. Alternate Operational Day Calendars may be permitted at the following schools in the Division:

- a. Busby School
- b. Colony Schools
- c. Dunstable School
- d. Eleanor Hall School
- e. Fort Assiniboine School
- f. Neerlandia Public Christian School
- g. Pembina North Community School
- h. Swan Hills School

Definitions

Alternate Operation Day - An Alternate Operational Day is a non-instructional day (no students) where certificated staff report to work at their assigned site and undertake teacher-directed activities.

Teacher Directed Day – A Teacher Directed Day is a non-instructional day (no students) on regular Operational or Alternate Operational days as specified in the School Year Calendar.

Procedures

1. An Alternate Operational Day Calendar shall be developed by Regional Office administration, in consultation with Principals, and recommended to the Board for approval.
2. An Alternate Operational Day Calendar for the following school year shall be presented to the Board for approval by mid-December.

A. Alternate Operational Day Calendars

Alternate Operational Day Calendars shall:

1. not exceed 19 non-work days for teachers.
2. have a school day for students that has a maximum of 435 minutes from the start of the first class to the end of the last class.
3. maintain all designated Non-Instructional, Board Declared Holidays and Statutory Holidays contained in the Division School Year Calendar.

4. have start dates which align with the Division School Year Calendar.

B. Teacher Directed Days

1. Teachers shall be responsible for determining the activities undertaken on teacher-directed days.
2. Teacher-directed days shall be scheduled from 9:00 a.m. until 3:30 p.m.
3. Off-site activities require prior approval of the principal of the school.
4. Transfer of teacher-directed days to other non-work alternate days requires prior approval of the school principal.

Reference

[AP 60-05 School Year Calendar](#)