

## PROFESSIONAL STAFF TIME SCHEDULES

### Administrators

The nature of the duties and responsibilities of administrators and supervisors will require their hours of work to vary and extend as necessary to fulfill the requirements of their positions.

During the course of their contract year, all administrators will be expected to work during the hours and on the days that the Superintendent's office is open unless special scheduling arrangements have been made with the Superintendent. On days schools are closed because of bad weather or other emergencies, all staff members except those who work only on teacher workdays may be required to report to work.

The working year for administrators will be established individually through their contracts.

### Teachers

Effective September 2014, the teacher work day and instructional day shall be as follows:

	Teacher Start time	Instructional Start Time	Instructional End Time	Teacher End Time
High School	7:15 a.m.	7:25 a.m.	2:20 p.m.	2:35 p.m.
Memorial School	7:55 a.m.	8:05 a.m.	2:45 p.m.	3:00 p.m.
Jacobs School	8:25 a.m.	8:35 a.m.	3:15 p.m.	3:30 p.m.

Exceptions to the after-school time requirements may be permitted, however, on days preceding weekends, holidays and vacation periods.

Every effort will be made by the administration to provide a uniform workday for teachers at the various levels.

The working year for teachers will be established in connection with the Committee's adoption of the school calendar.

LEGAL REF: M.G.L. 71:80

CONTRACT REF: Teachers' Contract

*Adoption: March 10, 2014*

*First reading 2014 revision: January 27, 2014*

*Second reading: February 11, 2014*

*Third Reading: March 10, 2014*

*Proposed reconsideration: March 2019*

***Hull Public Schools***