

2017-2018 STAFF USE CALENDAR

JULY

12	Wednesday	Enrollment – Elementary & Middle Schools (Local Schools)
13	Thursday	Leadership Kickoff Conference – McEachern High School
17	Monday	Elementary Administration Nuts & Bolts (Location TBA)
18	Tuesday	Middle & High Administrative Nuts & Bolts (Locations TBA)
18-21	Tuesday – Friday	New Teacher Academy for teachers new to Cobb – 8:00 a.m. – 4:30 p.m. (schedule & location varies by day & teaching assignment – refer to NTA schedule)
24*	Monday	Pre-Planning: Local School Planning ¹ and District-wide Opening Day Broadcast ²
25*	Tuesday	Pre-Planning: Local School Planning Day ¹
26*	Wednesday	Pre-Planning: District-wide Learning Engagement Institute ² (morning) Pre-Planning: Local School Planning ¹ (afternoon)
27*	Thursday	Pre-Planning: Local School Planning Day ¹
28*	Friday	Pre-Planning: Local School Planning Day ¹
31*	Monday	FIRST DAY OF SCHOOL

AUGUST

30*	Wednesday	End of 1 st 4½ Weeks Early Release: Local School Professional Learning Day
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SEPTEMBER

4	Monday	Labor Day Holiday – Schools Closed
6	Wednesday	4½ Week Progress Report Distribution – Elementary & Middle Schools
8	Friday	End of 1 st Six Weeks
15	Friday	1 st Six Week Progress Report Distribution – High Schools
22*	Friday	Last Day Prior to Fall Break
25-29	Monday – Friday	Fall Break – Student/Teacher Holidays

OCTOBER

6	Friday	End of 1 st Nine Week and 1 st Quarter
12*	Thursday	Early Release: Local School Professional Learning Day
16-20**	Monday – Friday	Elementary & Middle School Conference Days (Early Release for Elementary and Middle Schools only) 1 st Elementary & Middle School Nine Week Report Card Distribution (during conferences)
24	Tuesday	Cobb Chamber Sponsored Teacher of the Year Breakfast & Pep Rally
27	Friday	End of 2 nd Six Weeks

NOVEMBER

3	Friday	2 nd Six Week Progress Report Distribution – High Schools
7*	Tuesday	Election Day (Student Holiday; District Professional Learning Day ²)
9	Thursday	End of 3 rd 4½ Weeks
16	Thursday	4½ Week Progress Report Distribution – Elementary & Middle Schools
20-24	Monday – Friday	Thanksgiving Holidays – Student/Teacher Holidays

DECEMBER

18-20*	Monday – Wednesday	Last Three Student Days of First Semester
19*	Tuesday	Early Release/Local School Professional Learning Day
20*	Wednesday	Early Release/Teacher Workday ³
21-31	Inclusive	End of 1 st Semester, 2 nd Nine Weeks, 2 nd Quarter, and 3 rd Six Weeks Winter Holidays – Student/Teacher Holidays

**COBB COUNTY SCHOOL DISTRICT
2017-2018 STAFF USE CALENDAR**

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JANUARY

1	Monday	Winter Holiday – Student/Teacher Holiday
2*	Tuesday	Student Holiday; District Professional Learning Day ²
3*	Wednesday	Student Holiday; Teacher Workday ³
4*	Thursday	First Day of Second Semester
5	Friday	2 nd Nine Weeks Report Card Distribution – Elementary & Middle Schools
		1 st Semester Report Card Distribution –High Schools
15	Monday	MLK, Jr. Holiday – Schools Closed

FEBRUARY

2	Friday	End of 5 th 4½ Weeks
9	Friday	4½ Week Progress Report Distribution – Elementary & Middle Schools
16*	Friday	Last Day Prior to Winter Break
		End of 4 th Six Weeks
19-23	Monday – Friday	Winter Break – Student/Teacher Holidays

MARCH

2	Friday	4 th Six Week Progress Report Distribution – High Schools
14*	Wednesday	End of 3 rd Nine Week Grading Period and End of 3 rd Quarter Early Release: Local School Professional Learning Day
21	Wednesday	3 rd Nine Week Report Card Distribution – Elementary & Middle Schools 2018-2019 Kindergarten/New to First Grade Pre-Enrollment
30*	Friday	Last Day Prior to Spring Break

APRIL

2-6	Monday-Friday	Spring Break – Student/Teacher Holidays
13	Friday	End of 5 th Six Week
20	Friday	End of 7 th 4½ Weeks – Elementary & Middle Schools 5 th Six Week Progress Report Distribution – High Schools
27	Friday	4½ Week Progress Report Distribution – Elementary & Middle Schools

MAY

21-23*	Monday – Wednesday	Last Three Days of Second Semester/School Year
22*	Tuesday	Early Release; Teacher Workday ³
23*	Wednesday	LAST DAY OF SCHOOL Early Release; Teacher Workday ³
		End of 2 nd Semester, 4 th Nine Weeks, 4 th Quarter, and 6 th Six Weeks
TBD	TBD	High School Commencements
24-25*	Thursday-Friday	Post Planning ³
28	Monday	Memorial Day Holiday – Schools Closed
30	Wednesday	4 th Nine Weeks Report Card Distribution – Elementary & Middle Schools 2 nd Semester Report Card Distribution – High Schools

LOCAL SCHOOL CRITICAL DAYS: Some circumstances as defined in Administrative Rule GARH-R (Leaves and Absences) allow the Principal to declare additional days as school specific critical days:

* Critical Days for All School Levels

** Critical Days for Elementary Schools and Middle Schools ONLY

NOTE: Twelve-month employees may not use vacation leave for those days identified as critical days, except with the advanced approval of the immediate supervisor and the Superintendent or designee (Administrative Rule GARK-R [Vacations]).

STAFF DAYS: Staff Days are dedicated to specific purposes as follows (Board Policy GBRC [Professional Personnel Work Loads]):

¹ **Local School Planning Days:** Local school planning days may include any activities the Principal deems necessary for the day including, but not limited to, school-planned in-services, structured subject/grade level collaboration/planning, student grade reporting, and individual teacher preparation. The Principal or designee shall establish and publish, in either written or electronic form, a schedule for the day.

² **District Professional Learning Day:** The District-wide professional learning day is reserved for professional learning opportunities planned and scheduled at the District level including, but not limited to, Academic and/or School Leadership activities.

³ **Teacher Workdays:** Teacher workdays are set aside for individual teacher activities including, but not limited to, class/conference preparation, classroom set-up, and storage/packing for the summer. The Principal or designee shall establish and publish, in either written or electronic form, a schedule for the day, which may include faculty/staff social activities and/or a brief faculty meeting to provide directions for or answer questions regarding the day.