

2018-2019 STAFF USE CALENDAR

JULY

11	Wednesday	Enrollment – Elementary & Middle Schools (Local Schools)
17	Tuesday	Administrative Level Meeting – McEachern High School
18-23	Wed, Thur, Fri, and Mon	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)
25*	Wednesday	Pre-Planning: Local School Planning ¹
26*	Thursday	Pre-Planning: District-wide Learning Engagement Institute ²
27*	Friday	Pre-Planning: District-wide Opening Day Broadcast (morning) ² Pre-Planning: Local School Planning ¹ (afternoon)
30*	Monday	Pre-Planning: Local School Planning Day ¹
31*	Tuesday	Pre-Planning: Local School Planning Day ¹

AUGUST

1	Wednesday	FIRST DAY OF SCHOOL
29*	Wednesday	End of 1 st 4½ Weeks Early Release: Local School Professional Learning Day

SEPTEMBER

3	Monday	Labor Day Holiday – Schools Closed
5	Wednesday	4½ Week Progress Report Distribution – Elementary & Middle Schools
12	Wednesday	End of 1 st Six Weeks
18	Tuesday	CEOTY Luncheon (Roswell St. Baptist Church)
19	Wednesday	1 st Six Week Progress Report Distribution – High Schools
21*	Friday	Last Day Prior to Fall Break
24-28	Monday – Friday	Fall Break – Student/Teacher Holidays

OCTOBER

10	Wednesday	End of 1st Nine Week and 1 st Quarter
11*	Thursday	Early Release: Local School Professional Learning Day
15-19**	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)
23		Cobb Chamber Sponsored Teacher of the Year Breakfast & Pep Rally
31	Wednesday	End of 2 nd Six Weeks

NOVEMBER

6*	Tuesday	Election Day (Student Holiday; District Professional Learning Day ²)
7	Wednesday	2 nd Six Week Progress Report Distribution – High Schools
9	Friday	End of 3 rd 4½ Weeks
16	Friday	4½ Week Progress Report Distribution – Elementary & Middle Schools
19-23	Monday – Friday	Thanksgiving Holidays – Student/Teacher Holidays

DECEMBER

19-21*	Wednesday-Friday	Last Three Student Days of First Semester
20*	Thursday	Early Release/Local School Professional Learning Day
21*	Friday	Early Release/Teacher Workday ³ End of 1 st Semester, 2 nd Nine Weeks, 2 nd Quarter, and 3 rd Six Weeks
24-31	Inclusive	Winter Holidays – Student/Teacher Holidays

**COBB COUNTY SCHOOL DISTRICT
2018-2019 STAFF USE CALENDAR**

Page 2

JANUARY

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

FEBRUARY

5	Tuesday	End of 5 th 4½ Weeks
12	Tuesday	4½ Week Progress Report Distribution – Elementary & Middle Schools
15*	Friday	Last Day Prior to Winter Break
		End of 4 th Six Weeks
18-22	Monday – Friday	Winter Break – Student/Teacher Holidays

MARCH

1	Friday	4 th Six Week Progress Report Distribution – High Schools
13	Wednesday	Early Release: Local School Professional Learning Day
15*	Friday	End of 3 rd Nine Week Grading Period and End of 3 rd Quarter
20	Wednesday	2019-2020 Kindergarten/New to First Grade Pre-Enrollment
22	Friday	3 rd Nine Week Report Card Distribution – Elementary & Middle Schools
29*	Friday	Last Day Prior to Spring Break

APRIL

1-5	Monday-Friday	Spring Break – Student/Teacher Holidays
12	Friday	End of 5 th Six Week
23	Tuesday	End of 7 th 4½ Weeks – Elementary & Middle Schools
		5 th Six Week Progress Report Distribution – High Schools
30	Tuesday	4½ Week Progress Report Distribution – Elementary & Middle Schools

MAY

9	Thursday	Retirement Luncheon (Roswell St. Baptist Church)
20-22*	Monday – Wednesday	Last Three Days of Second Semester/School Year
21*	Tuesday	Early Release; Teacher Workday ³
22*	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
23-24*	Thursday-Friday	Post Planning ³
27	Monday	Memorial Day Holiday – Schools Closed
29	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.