

Instruction--Elementary and Secondary**SCHOOL DAY****I. Length and Hours for Students**

Establishment and variation of school hours are the responsibility of the Superintendent of Schools and staff. The administration is authorized to vary the opening and closing hours of school and length of the school day for students, within the limitations imposed by state law and Florida Department of Education rules, to make it possible for students of different ages and grade levels to derive maximum benefit from time spent in school.

Except in unusual circumstances, as stated in writing to the Board, changes in the opening and closing hours of schools will be reported to the Board in open session sixty (60) days prior to the effective date.

The regular school day may be extended one period in secondary schools for those students who wish to include an additional subject selection in their program.

II. Length of School Day for Instructional Personnel

Teachers are employed by the Board to be of maximum help to students. Hence, each teacher should be in the classroom sufficient time before classes begin and after classes end to offer help to students who need or request it. Additionally, this time may be used for planning.

III. Planning Time - Elementary Schools

To provide planning time for elementary school teachers, students in the elementary schools above the second grade may be dismissed one hour early on Wednesday afternoons.

IV. Hours for School Office Staffs

The hours during which the school office shall remain open will be established by the principal and approved by the region superintendent.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 228.041(13); 230.23(4)(k) F.S.

History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

Repromulgated: 12-11-74

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