THE THIRTY-HOUR RULE: TRACK TIME REQUIRED BEYOND THE NORMAL WORK DAY

Memorandum Of Understanding With Teachers: Article IX/The Workday And Work Year

9.1 Duty Day for Teachers

A. The standard length of the workday for teachers during the regular school term shall be seven (7) hours, twenty (20) minutes. At the discretion of the superintendent of schools, the duty day may be extended to accommodate required school-related activities provided that the total amount of time required by such extensions will not exceed thirty (30) hours during a given school year, or forty (40) hours for those schools involved in school accreditation.

Required school-related activities are those where the attendance of all or a part of the school faculty is mandatory and which extend the regular duty day for teachers beyond seven (7) hours, twenty (20) minutes. These activities include, but are not necessarily limited to, parent-teacher conferences, staff development programs, grade or departmental meetings, open house, and general meetings of faculty members (as distinguished from regularly scheduled weekly faculty meetings), supervision of pupils before and after school during breakfast, inclement weather, or other circumstances when supervision of pupils is necessary. Sponsorship of extracurricular activities will not be charged against the accumulation of hours of extended time.

Chart to Track Time Beyond 7 hours and 20 minutes

Date	Nature of Assigned Work	Time Worked Beyond the 7-hour, 20-minute day (Hrs:Min)	Total to Date (Hrs:Min)