

HARLAN COUNTY HIGH SCHOOL SBDM COUNCIL POLICY

<i>COUNCIL POLICY TYPE</i>	<i>POLICY NUMBER</i>
() <i>By-Laws (Council Operational Policy)</i>	
(X) <i>Function (School Operational Policies)</i>	<i>HC 048</i>

POLICY TOPIC DESCRIPTION

Protection of Instructional Time

POLICY STATEMENT

To protect classroom instruction NO classroom interruption will take place in the times set aside for instruction by the master schedule.

- Announcements can be made during the **first** five minutes or the **last** five minutes of the first class period of the day or any other class period of the day. Announcements **made during class periods** will be made only by administrative permission.
- No PA announcements unless it involves all students or a particular group of students.
- Teacher communication from the front office will be accomplished via email or hard copy notes to the door, by individual classroom intercom, or telephone.
- If a group will meet at a pre determined time, the announcement to notify the group shall only be made during the last five minutes of the class period prior to the group meeting.
- No PA announcement will be made during District or State assessments (EOC, WORK KEYS, KPREP, Industry Cert. Exams, KOSSA, etc)

This Policy was amended on October 22 2013.

This Policy was amended on March 6 2014.

Policy Title	
Protection of Instructional Time	
5-24-13	6-25-13
1 st Reading	2 nd Reading For Adoption
Bob Howard	Bob Howard
Council Chairperson	Council Chairperson

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