

Board of Education Policy 3.5400
Administrative Procedure

Request for Shortened Instructional Day

The North Carolina State Board of Education requires that the instructional time for each child shall be a minimum of 1000 hours per year. However, the State Board of Education has authorized the local boards of education to modify this requirement where a local board deems such an instructional day is inappropriate for a student. Instructional time is that time during which students are assigned to a teacher for the primary purpose of instruction. Instruction is an activity that leads toward the mastery of specific educational goals as stated in the North Carolina Standard Course of Study and local guides.

The Superintendent will operate on behalf of the Board for approval of shortened instructional day applications. Prior to request being submitted to the Superintendent the request must have been reviewed, approved and recommended by the building level principal.

Guidelines for eligibility for consideration for a shortened instructional day:

Physical, emotional, or exceptional education needs that necessitate a shortened day:

This category includes:

1. Students with an IEP or 504 plan documenting a need
2. Medically fragile students
3. Medical condition negating the student's ability to attend

Academic Hardship:

This category includes students who have extraordinary educational or personal circumstances that prevent them from coming to school for a full day. Examples include, but are not limited to circumstances in which:

1. A student is enrolled in an internship program and must use a class period to travel to the site in order to meet requirements for the course of study.
2. A student must work in order to support himself or herself to the extent that the student may otherwise not be able to remain enrolled in school and may consider "dropping out".
3. A student must work in order to assist with the financial support for his/her family.
4. The school administration and counselor deem that a shorten school day is in the best interest of the student and the school.

Unless a student is 18 years of age or emancipated, parental permission as indicated by a signature on the application is required.

Superintendent

January 28, 2003

Date