

2022-2023 STAFF USE CALENDAR

JULY

| | | |
|-------|-------------------|--|
| 12-13 | Tuesday-Wednesday | Leadership Kickoff (Harrison High School) |
| 19-22 | Tuesday-Friday | New Teacher Academy for teachers new to Cobb – 8:00 a.m. – 4:00 p.m. (Harrison High School) (schedule & location varies by day & teaching assignment – refer to NTA schedule) |
| 25 | Monday | Pre-Planning: Local School Planning ¹ |
| 26 | Tuesday | Pre-Planning: District-wide Learning Engagement Institute ² |
| 27 | Wednesday | Pre-Planning: District Kickoff Broadcast (morning) ² Pre-Planning: Local School Planning (afternoon) ¹ |
| 28 | Thursday | Pre-Planning: Local School Planning Day ¹ |
| 29 | Friday | Summer Commencement – 7:00 p.m. (Harrison High School) Pre-Planning: Local School Planning Day ¹ |

AUGUST

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| 1* | Monday | FIRST DAY OF SCHOOL |
| 22 | Monday | Early Release ¹ (Local School Professional Learning) |
| 31 | Wednesday | End of 1 st 4½ Weeks |

SEPTEMBER

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|-------|-----------------|--|
| 5 | Monday | Labor Day Holiday – Schools Closed |
| 7 | Wednesday | 4½ Week Progress Report Distribution – Elementary & Middle Schools |
| 9 | Friday | End of 1 st Six Weeks |
| TBD | | CEOTY Luncheon (TBD) |
| 23* | Friday | Last Day Prior to Fall Break |
| 26-30 | Monday – Friday | Fall Break – Student/Teacher Holidays |

OCTOBER

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|-------|------------------|--|
| 7 | Friday | End of 1 st Nine Weeks, 1 st Quarter, and 2 nd 4½ Weeks |
| 17 | Monday | Early Release ¹ (Local School Professional Learning) |
| 18-21 | Tuesday – Friday | Elementary & Middle School Conference Days (Early Release for Elementary and Middle Schools only) |
| TBD | | Cobb Chamber Sponsored Teacher of the Year Breakfast & Pep Rally |
| 28 | Friday | End of 2 nd Six Weeks |

NOVEMBER

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|-------|-----------------|---|
| 8* | Tuesday | Election Day ¹ (Student Holiday; Local School Professional Learning Day) |
| 9 | Wednesday | End of 3 rd 4½ Weeks |
| 16 | Wednesday | 4½ Week Progress Report Distribution – Elementary & Middle Schools |
| 21-25 | Monday – Friday | Thanksgiving Holidays – Student/Teacher Holidays |

DECEMBER

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|---------|------------------|---|
| 14*-16* | Wednesday-Friday | Last Three Student Days of First Semester |
| 15* | Thursday | Early Release/Local School Professional Learning Day ¹ |
| 16* | Friday | Early Release/Teacher Workday ³ |
| 19-30 | Inclusive | End of 1 st Semester, 2 nd Nine Weeks, 4 th 4½ Weeks, 3 rd Six Weeks, and 2 nd Quarter Winter Holidays – Student/Teacher Holidays |

JANUARY

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| 2 | Monday | Winter Holidays – Student/Teacher Holidays |
| 3* | Tuesday | Student Holiday; Teacher Workday ³ |
| 4* | Wednesday | Student Holiday; District Professional Learning Day ² |
| 5* | Thursday | First Day of Second Semester |
| 6 | Friday | 2 nd Nine Weeks Report Card Distribution – Elementary & Middle Schools 1 st Semester Report Card Distribution –High Schools |
| 16 | Monday | MLK, Jr. Holiday – Schools Closed |

FEBRUARY

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|-------|-----------------|--|
| 3 | Friday | End of 5 th 4½ Weeks |
| 10 | Friday | 4½ Week Progress Report Distribution – Elementary & Middle Schools |
| 17* | Friday | Last Day Prior to Winter Break End of 4 th Six Weeks |
| 20-24 | Monday – Friday | Winter Break – Student/Teacher Holidays |

MARCH

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| 6 | Monday | Early Release ¹ (Local School Professional Learning) |
| 15 | Wednesday | End of 3 rd Nine Week Grading Period, 6 th 4½ Weeks, and End of 3 rd Quarter |
| 22 | Wednesday | 3 rd Nine Week Report Card Distribution – Elementary & Middle Schools |
| 31* | Friday | Last Day Prior to Spring Break |

APRIL

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| 3-7 | Monday-Friday | Spring Break – Student/Teacher Holidays |
| 12 | Wednesday | End of 5 th Six Week |
| 21 | Friday | End of 7 th 4½ Weeks – Elementary & Middle Schools |
| 28 | Friday | 4½ Week Progress Report Distribution – Elementary & Middle Schools |

MAY

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|---------|--------------------|---|
| TBD | | Retirement Luncheon – 11:30 a.m. (Roswell Street Baptist Church) |
| 22*-24* | Monday – Wednesday | Last Three Days of Second Semester/School Year Early Release Days; Teacher Workdays ³ |
| 24* | Wednesday | LAST DAY OF SCHOOL End of 2 nd Semester, 4 th Nine Weeks, 4 th Quarter, 8 th 4½ Weeks, and 6 th Six Weeks |
| 22-27 | Monday – Saturday | High School Commencements |
| 25*-26* | Thursday – Friday | Post Planning ³ |
| 29 | Monday | Memorial Day Holiday – Schools Closed |
| 31 | 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.