KRS 160.345(2)(i)4

School: Carter City Elementary School

Policy: School Schedule

Policy Statement:

An ad hoc Scheduling Committee will be formed to determine the master schedule for the school. The ad hoc Scheduling Committee may consist of the Principal, one Exceptional Child Education teacher, one Primary teacher, one Intermediate teacher, one instructional assistant, and one parent. The Scheduling Committee will have responsibility for the following:

* Coordinating a lunch schedule for appropriate classes
* Coordinating an itinerant schedule for Library, Art, Music and Counseling classes
* Schedule teams in the computer lab when available
* Schedule Physical Education time in the gym
* Providing equitable planning time for all teachers

The Scheduling Committee will provide the schedule to the principal by June 1 of each year. The principal may change the schedule if the needs of the school change (e.g., increased student enrollment).

Date of First Reading: \_\_\_October 17, 2013\_\_\_\_\_\_\_\_\_\_\_\_

Date of Second Reading: \_\_\_\_November 18, 2013\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_Jo Ashworth\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (SBDM Council Chairperson)