

- 5.4.3 Elimination of lost prep time during weeks with holidays. (See Appendix F)
- 5.4.3.1 Prep time loss during weeks with holidays and during shortened and/or early days will be made up by using one or more of the following options.
- a. Schools calling substitutes.
 - b. Payment for prep loss. Payment will be based on the pro-rated higher substitute cost.
 - c. Banked inservice prep time. During each of the 328 minute staff development days, all elementary teachers will receive 45 minutes of prep time.
 - (1) Prep time received during staff development days will be considered as banked time to be used during incomplete school weeks with holidays, or during shortened and/or early days when normally scheduled prep cannot be provided.
 - (2) Staff development days must comply with legal requirements and must not exceed the teacher's regular day.
 - d. Rescheduling of prep time. This can include rotation of regular prep periods during the school year.
- 5.4.4. All special class teachers as defined by Special Education shall, at the teachers' discretion provide themselves preparation time equal to the preparation time provided other teachers in their school. The site administrator shall assist in the implementation of this preparation period.

ARTICLE 17 - CLASS SIZE

17.1 Elementary Class Size Limitations

17.2 Special Subject Teachers

APPENDIX F

SECTION 11.31 of the Contract