

TO: Directors of Schools
FROM: Commissioner Candice McQueen
DATE: June 1, 2016
SUBJECT: **Unused Inclement Weather Stockpiled Days Process for 2016-17 School Year**

Directors:

The purpose of this memorandum is to clarify how and when the commissioner will approve the conversion of unused stockpiled days to professional development days beginning in the 2016-17 school year. This is a common question the department receives during years when there is less inclement weather during the winter months and school districts have unused stockpile days.

State law lists the limited ways in which stockpile days may be used. Stockpile days are to be used as an insurance policy to guard against having to make up instructional days at the last minute for school closures related to weather, dangerous structural issues, and serious outbreaks of illness. In addition, the law also allows stockpile days to be used for early student dismissal for faculty professional development, but the use of stockpile days for that purpose must be specifically approved by the commissioner. Generally, this is done prior to the school year when school district calendars are being set. However, there is nothing in the law that prohibits the commissioner from approving a calendar amendment allowing stockpile days to be converted to professional development days after the school year has started.

Beginning with the 2016-17 school year, the commissioner will only consider the approval of two unused inclement weather stockpiled days to be converted to professional development days after school calendars have initially been set. Additionally, these two professional development days **may not be scheduled at the very end of the school year so that the school year ends earlier than the previously announced final day of school.** The attendance end date for students in the school district calendar, which was approved by the department before school started, must remain the same.

As always, requests for the approval to use stockpiled days for professional development will be approved on a case-by-case basis upon a school district submitting the appropriate form ([link](#)) to Paul.Rainwater@tn.gov. The form must include details regarding the proposed professional development such as dates of trainings and agendas describing the professional development.

For your information and review, here is the law regarding the use of stockpile days:

49-6-3004. School term.

(e) (1) A local board of education or private or church-related school that exceeds the full six and one half (6 1/2) hours instructional time required by law by one half (1/2) hour daily for the full academic year shall be credited with the additional instructional time. The excess instructional time shall be accumulated in amounts up to, but not exceeding, thirteen (13) instructional days each year, and applied toward meeting instructional time requirements missed due to dangerous or extreme weather conditions. Upon approval by the commissioner, the excess instructional time may be used in case of natural disaster, serious outbreaks of illness affecting or endangering students or staff or dangerous structural or environmental conditions rendering a school unsafe for use. This excess accumulated instructional time may be used for early student dismissal for faculty professional development under rules promulgated by the board of education. Such time may be used in whole day (six and one half (6 1/2) hour) increments and may be used for faculty professional development, M-team meetings, S-team meetings, parent-teacher conferences or other similar meetings. The board shall consult with the commissioner in developing the rules. All proposals for use of excess time for professional development shall be approved by the commissioner. Additionally, the commissioner is authorized to approve directly proportional variations from the one-half-hour extension of the school day and the corresponding accumulation of thirteen (13) days of adjustments to the instructional time requirements.

(2) Any unused accumulated days for excess instructional time shall not carry over to a school year other than the year in which the time was accumulated.

Thank you for your dedication in providing the best education for the students of Tennessee, and please let me know if you have any questions.

Best,



Candice McQueen
Commissioner of Education
Tennessee Department of Education