

PLANNING PERIODS - REQUIRED IF TEACHER TEACHES MORE THAN ½ CLASS PERIODS (½ TIME TEACHERS ARE NOT ENTITLED TO A PLANNING PERIOD – DO GET BENEFITS). NO ASSIGNED RESPONSIBILITIES DURING THIS PERIOD. NOT LESS THAN 40 MIN. (SHALL BE LENGTH OF USUAL CLASS PERIOD) **MAY REQUIRE ATTENDANCE AT IEP, SAT – MINIMIZE AND ELIMINATE IF POSSIBLE.**

WV CODE 18A-4-14 **DOES NOT SPECIFY THAT THE USE OF THE PLANNING PERIOD MUST ALWAYS BE SOLELY UP TO THE INDIVIDUAL TEACHER (CAN'T ASSIGN BUS, HALL, LUNCH DUTY).** MAY REQUIRE A WEEKLY MEETING FOR IMPLEMENTATION OF A NEW ACADEMIC PROGRAM.

SUBSTITUTE TEACHERS NOT ENTITLED TO A PLANNING PERIOD UNLESS THEY ARE IN THE SAME POSITION FOR 2 CONSECUTIVE DAYS

DAY-DAY SUBSTITUTES (NO BENEFITS THIS YEAR) MUST AVG 30 HOURS PER WEEK FOR NEXT YEAR. MAY REMOVE AT ANY TIME

LONG TERM SUBSTITUTES (GET BENEFITS – NO RETIREMENT) MUST ALLOW THEM TO COMPLETE YEAR

18A-4-14

(b) Every teacher who is regularly employed for a period of time more than one half the class periods of the regular school day shall be provided at least one planning period within each school instructional day to be used to complete necessary preparations for the instruction of pupils. No teacher may be assigned any responsibilities during this period, and no county shall increase the number of hours to be worked by a teacher as a result of such teacher being granted a planning period subsequent to the adoption of this section (March 13, 1982).

The duration of the planning period shall be in accordance with the following:

(1) For grades where the majority of the student instruction is delivered by only one teacher, the planning period shall be no less than forty minutes; and

(2) For grades where students take separate courses during at least four separate periods of instruction, most usually delivered by different teachers for each subject, the planning period shall be the length of the usual class period taught by the teacher, but no less than forty minutes. Principals, and assistant principals, where applicable, shall cooperate in carrying out the provisions of this subsection, including, but not limited to, assuming control of the class period or supervision of students during the time the teacher is engaged in the planning period. Substitute teachers may also be utilized to assist with classroom responsibilities under this subsection: *Provided*, That any substitute teacher who is employed to teach a minimum of two consecutive days in the same position shall be granted a planning period pursuant to this section.