POLICY:	Work Year for Principals and Vice-Principals			**#**	836
SECTION:	800 : Personnel and Employee Matters			**Page** 1	of 1
APPROVAL/REVISION DATE:	February 21, 2025	**EFFECTIVE DATE:**	February 22, 2025	**REVIEW DATE:**	February 22, 2030
CROSS REFERENCE:					

1. POLICY

1.1 The Thunder Bay Catholic District School Board (TBCDSB) recognizes that, under terms of the Central Agreement effective July 1, 2025, the Work Calendar Year for Principals and Vice-Principals shall be July 1 to June 30 ("Work Calendar Year").

2. GUIDELINES

General

2.1 The Standard Work Year shall be the School Year Calendar of the school or the Thunder Bay Catholic District School Board ("TBCDSB"), as applicable ("School Year"), and 15 additional work days immediately prior to, or after, the School Year.
a) A total of 5 additional working days, excluding Canada Day, shall occur immediately following the last day of each school year.
b) A total of 10 additional working days shall occur immediately prior to the commencement of each school year, excluding Labour Day.

2.2 TBCDSB requires Principals and Vice-Principals to take on responsibilities reasonably associated with their role during the Work Calendar Year, including but not limited to:
a) opening and closing the schools,
b) attending Directors' and Principal meetings,
c) training and professional development,
d) hiring,
e) other matters that arise at the school or centrally during the Work Calendar Year.

2.3 Principals and Vice-Principals shall be eligible for additional compensation should they be appointed to supplementary assignments for night school, summer school, or continuing education.