

| <b><u>DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD</u></b> |   |
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| <b><u>POLICY</u></b>                                       |   |
| <b>POLICY NUMBER:</b>                                      | <b>P-1013</b>   |
| <b>SUBJECT:</b>  | <b>Work Year for Principals and Vice-Principals</b>   |
| <b>REFERENCE:</b>  | Memorandum of Settlement, Provincial Principal and Vice-Principal Terms and Conditions of Employment 2024 |
| <b>EFFECTIVE DATE:</b>                                     | January 28, 2025  |
| <b>AMENDED DATE:</b>                                       |   |

*“For everything there is a season, and a time for every matter under heaven...”  
Ecclesiastes 3:1*

1. The Dufferin-Peel Catholic District School Board (DPCDSB) 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. The Standard Work Year shall be the School Year calendar of the school or the DPCDSB, as applicable (“School Year”), and up to 15 additional workdays immediately prior to or after the School Year.
  - a) A total of 5 additional workdays, excluding Canada Day, shall occur immediately following the last day of each school year.
  - b) A total of 10 additional workdays shall occur prior to the commencement of each school year, excluding Labour Day.
3. DPCDSB 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’ meetings,
  - c) training and professional development,
  - d) hiring,
  - e) other matters that arise at the school or centrally during the Work Calendar Year.
4. 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.