

EMPLOYEE WORK SCHEDULES

July 1, 2019- June 30, 2020

Month	Total # of Week Days	Column A 250 DAY		Column B 245 DAY		Column C 225 DAY		Column D 205 DAY		Column E 200 DAY		Column F 188 DAY		Column G 185 DAY		Column H 180 DAY	
		OFF	WORK	OFF	WORK	OFF	WORK	OFF	WORK	OFF	WORK	OFF	WORK	OFF	WORK	OFF	WORK
Jul-19	23	7/4	22	7/4	22	7/1-7/29	2	7/1-7/31	0	7/1-7/31	0	7/1-7/31	0	7/1-7/31	0	7/1-7/31	0
Aug	22	NONE	22	NONE	22	NONE	22	8/1-8/8	16	8/1-8/15	11	8/1-8/21	7	8/1-8/22 +	6	8/1- 8/7, 8/9-8/21	8
Sept	21	9/2	20	9/2	20	9/2	20	9/2	20	9/2	20	9/2	20	9/2	20	9/2, 9/16	19
Oct	23	NONE	23	NONE	23	NONE	23	NONE	23	NONE	23	NONE	23	NONE	23	10/14	22
Nov	21	11/28-11/29	19	11/28-11/29	19	11/28-11/29	19	11/28-11/29	19	11/28-11/29	19	11/28 @-11/29	19	11/27 + -11/29	18	11/25-11/29	16
Dec	22	12/2, 12/23-12/25, 12/31	17	12/2, 12/23-12/31	14	12/2, 12/23-12/31	14	12/2, 12/23-12/31	14	12/2, 12/23-12/31	14	12/2, 12/23-12/31	14	12/2, 12/23-12/31	14	12/2, 12/23-12/31	14
Jan-20	23	1/1	22	1/1	22	1/1	22	1/1	22	1/1	22	1/1	22	1/1	22	1/1, 1/20	21
Feb	20	NONE	20	2/17	19	2/17	19	2/17	19	2/17	19	2/17	19	2/17	19	2/14,2/17	18
Mar	22	NONE	22	NONE	22	NONE	22	NONE	22	NONE	22	NONE	22	NONE	22	NONE	22
Apr	22	4/10	21	4/10-4/13	20	4/10-4/13	20	4/10-4/13	20	4/10-4/13	20	4/10 @-4/15	18	4/9-4/15	17	4/8-4/15	16
May	21	5/25	20	5/25	20	5/25	20	5/25	20	5/25	20	5/25	20	5/25	20	5/25	20
June	22	NONE	22	NONE	22	NONE	22	6/15-6/30	10	6/15-6/30	10	6/5-6/30	4	6/5-6/30	4	6/5-6/30	4
TOTAL DAYS	262	12	250	17	245	37	225	57	205	62	200	74	188 @	77	185	82	180
FIRST WORK DAY=		7/1		7/1		7/30		8/9		8/16		8/22		8/23 +		(8/8=Training) 8/22	
LAST WORK DAY=		6/30		6/30		6/30		6/12		6/12		6/4		6/4		6/4	

Column **A** = **Essential Employees:** Custodial, Maintenance, Warehouse

Column **B** = 12 Month Administrators, Technicians, Administrative Support

Column **C** = Selected Support Staff

Column **D** = Elem. Asst Principals, Selected Administrators, & Selected Admin Support

*** Subject to change based upon Snow Make-up Dates**

@11/27 and @ 4/9 are non working (comp) days for Teachers as a result of extra hours scheduled during Parent/Teacher conferences.

** Tax Office Employee Schedules may vary up to a maximum of 245 days

+ Heathroom Techs follow Column G with the following exceptions: **HRT Staff work 8/22/19; HRT Staff off 11/26/19**

**IF A SNOW MAKE-UP DAY IS UTILIZED ON 2/17, 4/15, 4/14 or 4/13: 245, 225, 205, 200, 188, 185 and 180 -DAY EMPLOYEES MAY BE REQUIRED TO WORK.

IF REQUIRED TO WORK, ANOTHER DAY MUST BE TAKEN AS A FLOATING HOLIDAY BEFORE JULY 1, 2020.

SUPERVISORY APPROVAL OF A FLOATING HOLIDAY IS REQUIRED PRIOR TO USE.

Column **E** = Selected Psychologists

Column **F** = Teachers

Column **G** = Instructional Aides, Administrative Support

Column **H** = Food Service, some Security Officers (schedule may vary up to 180 days or as necessary for inservice)

No Personal Days during last two weeks of school term for Professional & Support Staff: Last day for Personal Days is 5/21/20

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July 1, 2019- June 30, 2020

7/4/19	Independence Day	All Groups off
9/2/19	Labor Day	All Groups off
11/28/19	Thanksgiving Day	All Groups off
11/29/19	Friday After Thanksgiving	All Groups off
12/2/19	Monday After Thanksgiving	All Groups off
12/23/19	Monday before Christmas Day	All Groups off
12/24/19	Christmas Eve Observance	All Groups off
12/25/19	Christmas Day	All Groups off
12/26/19	Winter break	All Groups off Except 250 day
12/27/19	Winter break	All Groups off Except 250 day
12/30/19	Winter break	All Groups off Except 250 day
12/31/19	New Year's Eve Observance	All Groups Off
1/1/20	New Year's Day	All Groups off
2/17/20	Presidents' Day	All Groups off Except 250 day
4/10/20	Spring Break	All Groups Off
4/13/20	Spring Break	All Groups off Except 250 day
5/25/20	Memorial Day	All Groups off

185 DAY EMPLOYEE INSERVICE SCHEDULE

8/22/19	K-12 Professional Development Day (Professional Staff Only)	185 Day Employees Off
8/23/19	Building Meeting Day	185 Day Employees Attend
9/16/19	K-12 Professional Development Day	185 Day Employees Attend
10/14/19	District Wide Inservice	185 Day Employees Attend
11/25/19	K-12 Professional Development Day	185 Day Employees Attend
11/26/19	Parent Tchr Conf	185 Day Employees Attend
11/27/19	Teacher Comp Day	185 Day Employees Off
1/20/20	K-12 Professional Development Day	185 Day Employees Attend
2/14/20	K-12 Professional Development Day	185 Day Employees Attend
3/9/20	K-12 Professional Development Day	185 Day Employees Attend
4/8/20	Parent Tchr Conf	185 Day Employees Attend
4/9/20	Teacher Comp Day	185 Day Employees Off
6/4/20	Teacher Record Day	185 Day Employees Attend