

Eleven- and Twelve-Month Employee Work Calendar

School Year 2019 - 2020

O = First and Last Day of Work

X = Holidays and Non-workdays

| <u>Month</u> | <u>Day(s)</u> | <u>11-Month Asst Principals</u> | <u>12-Month Staff</u> |
|------------------------|---------------|---------------------------------|-----------------------|
| Jul | 4 | | X |
| Aug | 5 | O | |
| Sep | 2 | X | X |
| Oct | 18 | X | X |
| Nov | 27,28,29 | X | X |
| | 23 | X | |
| | 24,25,26 | X | X |
| Dec | 27,30 | X | |
| | 31 | X | X |
| Jan | 1 | X | X |
| | 20 | X | X |
| Feb | 17 | X | X |
| Apr | 10,13 | X | X |
| May | 25 | X | X |
| Jun | 24 | O | |
| Total Work Days | | <u>215</u> ** | <u>246</u> |

*First day of work, last day of work, or other duty days may be adjusted by the building principal; however, total work days for the school year will equal 215.

**Any days missed due to inclement weather will be added to the end of the work calendar. Assistant principals should coordinate with their principals to determine work schedule when schools are closed due to inclement weather.