



# District Employee Work Schedules 2011-2012

<p><b>12 Months (245 days)</b></p>	<p><b>11 Months (220 days)</b></p>
<p><b>July 1, 2011 through June 30, 2012</b>  ❖ <i>Principals, other Administrators, Secretaries</i>  <b>Days not worked during year:</b>  Independence Day: July 4, 2011  Labor Day: September 5, 2011  Thanksgiving Break: November 23 – 25, 2011 (Required to use leave day on 23<sup>rd</sup>)  Winter Break: December 21 – December 30, 2011 (19<sup>th</sup> and 20<sup>th</sup> required to use leave days)  Martin Luther King Day: January 16, 2012  President's Day: February 20, 2012  Spring Break: April 4-6, 2012 (2<sup>nd</sup> and 3<sup>rd</sup> – required to use leave days)  Memorial Day: May 28, 2012</p>	<p><b>July 18, 2011 through June 22, 2012</b>  ❖ <i>Certain Assistant Principals, Bus Supervisors, other Administrator Personnel</i>  <b>Days not worked during year:</b>  Labor Day: September 5, 2011  Thanksgiving Break: November 23 – 25, 2011  Winter Break: December 19 – December 30, 2011  Martin Luther King Day: January 16, 2012  President's Day: February 20, 2012  Spring Break: April 2-6, 2012  Memorial Day: May 28, 2012  Snow Make up: Day 1 - April 9, 2012, Day 2 –March 12, 2012, Day 3 - March 9, 2012</p>
<p><b>10 ½ Months (210 days)</b>  <b>July 25, 2011 through June 15, 2012</b>  ❖ <i>High School Assistant Principals</i>  <b>Days not worked during year:</b>  Labor Day: September 5, 2011  Thanksgiving Break: November 23 – 25, 2011  Winter Break: December 19 – December 30, 2011  Martin Luther King Day: January 16, 2012  President's Day: February 20, 2012  Spring Break: April 2-6, 2012  Memorial Day: May 28, 2012  Snow Make up: Day 1- April 9, 2012, Day 2- March 12, 2012, Day 3- March 9, 2012</p>	<p><b>10 ¼ Months (205 days)</b>  <b>July 25, 2011 through June 8, 2012</b>  ❖ <i>Middle School Assistant Principals</i>  <b>Days not worked during year:</b>  Labor Day: September 5, 2011  Thanksgiving Break: November 23 – 25, 2011  Winter Break: December 19 – December 30, 2011  Martin Luther King Day: January 16, 2012  President's Day: February 20, 2012  Spring Break: April 2-6, 2012  Memorial Day: May 28, 2012  Snow Make up: Day 1 - April 9, 2012, Day 2- March 12, 2012, Day 3- March 9, 2012</p>
<p><b>10 Months (200 days)</b></p>	<p><b>9 ½ Months (190 days)</b></p>
<p><b>August 1, 2011 through June 8, 2012</b>  ❖ <i>Clerks (school and General), Elementary Assistant Principals</i>  <b>Days not worked during year:</b>  Labor Day: September 5, 2011  Thanksgiving Break: November 23 – 25, 2011  Winter Break: December 19 – December 30, 2011  Martin Luther King Day: January 16, 2012  President's Day: February 20, 2012  Spring Break: April 2-6, 2012  Memorial Day: May 28, 2012  Snow Make up: Day 1- April 9, 2012, Day 2- March 12, 2012, Day 3- March 9, 2012</p>	<p><b>August 10, 2011 through June 5, 2012</b>  ❖ <i>Teachers, Media Specialists, etc.</i>  <b>Days not worked during year:</b>  Labor Day: September 5, 2011  Thanksgiving Break: November 23 – 25, 2011  Winter Break: December 19 – December 30, 2011  Martin Luther King Day: January 16, 2012  President's Day: February 20, 2012  Spring Break: April 2-6, 2012  Memorial Day: May 28, 2012  Snow Make up: Day 1- April 9, 2012, Day 2 – March 12, 2012, Day 3 -March 9, 2012</p>

**9 ¼ (185 days)****August 10, 2011 through June 1, 2012***❖ Paraprofessionals, Library Clerks, Guidance Clerks, School Nurses***Days not worked during year:**

Labor Day: September 5, 2011

In-Service – October 13-14, 2011

Thanksgiving Break: November 23 – 25, 2011

Winter Break: December 19 – December 30, 2011

In-Service – January 13, 2012

Martin Luther King Day: January 16, 2012

President's Day: February 20, 2012

Spring Break: April 2-6, 2012

Memorial Day: May 28, 2012

Snow Make up: Day 1 - April 9, 2012, Day 2 - March 12, 2012, Day 3 - March 9, 2012

**Food Service**

Area managers will contact Food Service Managers and Operators to notify them of the dates they are to begin and cease operations for the 2011-2012 school year.

**Bus Drivers**

Bus drivers will receive notification from the Bus Center Managers of the dates they are to begin and cease operations for the 2011-2012 school year.

**Athletic Directors and Fall Sports Coaches**

Fall Sports practice may begin on **July 29, 2011**. Fall coaches and Athletic Directors begin their duties on **July 25, 2011**.