

**WORK SCHEDULE FOR PERSONNEL WHO WORK 185 DAYS
2019 - 2020**

PAYROLL PERIODS	SECRETARIES / NURSES / AIDES / LUNCHROOM PERSONNEL	
JULY 1 - 31	0.0	
AUGUST 1 - 31	20.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.0	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.0	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	15.0	
JUNE 1 - 30	0.0	
TOTAL DAYS	185.0	
START DATE	8/5/2019	
END DATE	5/21/2020	

**Not required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

PAYROLL PERIODS	BUS DRIVERS	
JULY 1 - 31	0.0	
AUGUST 1 - 31	19.0	(Includes 1 day for Bus Recertification)
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.0	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.0	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	16.0	
JUNE 1 - 30	0.0	
TOTAL DAYS	185.0	
START DATE	8/7/2019	(Bus Pick-Up/Meeting)
END DATE	5/22/2020	

**Not required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

**WORK SCHEDULE FOR PERSONNEL WHO WORK 187 DAYS
2019 - 2020**

PAYROLL PERIODS	TEACHERS-REG/ LIBRARIANS / BAND DIR / COACHES/ ELEM & MDL SCH COUNSELORS	
JULY 1 - 31	0.0	
AUGUST 1 - 31	20.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.5	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.5	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	16.0	
JUNE 1 - 30	0.0	
TOTAL DAYS	187.0	
START DATE	8/5/2019	
END DATE	5/22/2020	

**Required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

**WORK SCHEDULE FOR PERSONNEL WHO WORK 187 DAYS
2019 - 2020**

PAYROLL PERIODS	CNP MANAGERS	
JULY 1 - 31	0.0	
AUGUST 1 - 31	21.0	** (Includes 1 day for grocery delivery in July or August)
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.0	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.0	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	15.0	
JUNE 1 - 30	1.0	(1 Contract Day for June Conference)
TOTAL DAYS	187.0	
START DATE	8/2/2019	**
END DATE	5/21/2020	

**Not required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

***Includes 1 day for grocery delivery (July or August 2019)*

**WORK SCHEDULE FOR PERSONNEL WHO WORK 202 DAYS
2019 - 2020**

PAYROLL PERIODS	HIGH SCHOOL COUNSELORS / TPSC DIRECTOR	
JULY 1 - 31	0.0	
AUGUST 1 - 31	22.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.5	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.5	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	20.0	(Holiday - 5/25)
JUNE 1 - 30	9.0	
TOTAL DAYS	202.0	
START DATE	8/1/2019	
END DATE	6/11/2020	

**Required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

PAYROLL PERIODS	CUSTODIANS	
JULY 1 - 31	0.0	
AUGUST 1 - 31	22.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.0	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.0	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	20.0	(Holiday - 5/25)
JUNE 1 - 30	10.0	
TOTAL DAYS	202.0	
START DATE	8/1/2019	
END DATE	6/12/2020	

**Follow regular work schedule for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

**WORK SCHEDULE FOR PERSONNEL WHO WORK 202 DAYS
2019 - 2020**

PAYROLL PERIODS	ATTENDANCE ADMINISTRATOR / CAREER TECH TEACHERS / CAREER TECH COUNSELOR / CAREER COACH / JOB SPECIALIST	
JULY 1 - 31	3.0	
AUGUST 1 - 31	22.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.5	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.5	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	20.0	(Holiday - 5/25)
JUNE 1 - 30	6.0	
TOTAL DAYS	202.0	
START DATE	7/29/2019	
END DATE	6/8/2020	

**Required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

**WORK SCHEDULE FOR PERSONNEL WHO WORK 202 DAYS
2019 - 2020**

PAYROLL PERIODS	ASSISTANT PRINCIPALS	
JULY 1 - 31	7.0	
AUGUST 1 - 31	22.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.5	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.5	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	20.0	(Holiday - 5/25)
JUNE 1 - 30	2.0	
TOTAL DAYS	202.0	
START DATE	7/23/2019	
END DATE	6/2/2020	

**Required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*

**WORK SCHEDULE FOR PERSONNEL WHO WORK 222 DAYS
2019 - 2020**

PAYROLL PERIODS	SCHOOL SECRETARIES & BOOKKEEPERS	
JULY 1 - 31	7.0	
AUGUST 1 - 31	22.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.5	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	15.0	(Holidays-11/11; 11/25-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	19.0	(Holidays - 1/1-1-3 & 1/20) - Return to work on 1/6/20
FEBRUARY 1 - 28	20.5	*(Parent-Teacher Conference-2/13; (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	20.0	(Holiday - 5/25)
JUNE 1 - 30	22.0	
TOTAL DAYS	222.0	
START DATE	7/23/2019	
END DATE	6/30/2020	
<p><i>*Required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.</i></p>		

**WORK SCHEDULE FOR PERSONNEL WHO WORK 240 DAYS
2019 - 2020**

PAYROLL PERIODS	CAREER TECH DIRECTOR & PRINCIPAL/ PRINCIPALS / PSYCHOMETRIST/ CENTRAL OFFICE / TECH DEPT./ CNP DIRECTOR & CNP BOOKEEPER/ MAINTENANCE DEPT. / BUS SHOPS	
JULY 1 - 31	22.0	(Holiday - 7/4)
AUGUST 1 - 31	22.0	
SEPTEMBER 1 - 30	20.0	(Holiday - 9/2)
OCTOBER 1 - 31	23.5	*(Parent-Teacher Conference-10/17); (Professional Development-10/21)
NOVEMBER 1 - 30	17.0	(Holidays-11/11; 11/27-11/29)
DECEMBER 1 - 31	15.0	(Holidays - 12/23 - 12/31)
JANUARY 1 - 31	20.0	(Holidays - 1/1-1/2 & 1/20) - Return to work on 1/3/20
FEBRUARY 1 - 28	20.5	*(Parent-Teacher Conference-2/13); (Professional Development-2/14)
MARCH 1 - 31	17.0	(Holidays - 3/23-3/27)
APRIL 1 - 30	21.0	(Holiday - 4/10)
MAY 1 - 31	20.0	(Holiday - 5/25)
JUNE 1 - 30	22.0	
TOTAL DAYS	240.0	
START DATE	7/1/2019	
END DATE	6/30/2020	

**Required to work extra hours (3:00-6:00) for Parent Teacher Conferences on 10/17/19 and 2/13/20.*