

**2021-2022**

**Operational Calendar Effective July 1, 2021**

Position <u>Non-Certificated</u> Staff:	Start Date	Ending Duty Date	Contract Days
Instructional/Media Asst.- 10 Month	08.30.21	06.08.22*	187
Secretary- 10 1/2 Month	08.23.21	06.15.22	197
Secretary- 12 Month	07.01.21	06.30.22	244
Cafeteria Assistant	09.03.21	06.08.22*^	182
Cafeteria PIC	08.31.21	06.08.22*%	185
Cafeteria Manager	08.30.21	06.08.22*%	186
Custodian IV	08.16.21	06.14.22#	210
Custodian- 12 Month	07.01.21	06.30.22	246
Head Custodian	07.01.21	06.30.22	246
Maintenance	07.01.21	06.30.22	246

Position	Start Date	Ending Duty Date	Contract Days
<u>Certificated</u> Staff:			
10 Month Staff	08.30.21	06.08.22	187
10 1/2 Month Staff	08.23.21	06.15.22	197
11 Month Staff	08.16.21	06.22.22!*+	207
12 Month Staff	07.01.21	06.30.22	244

Non-Work Days:

**Head Custodian/Custodian/Maintenance**

- 1 Independence Day
- 1 Labor Day
- 1 Autumn Glory (if schools are closed)
- 1 Thanksgiving Day
- 1 Day after Thanksgiving Day
- 1 Day Monday after Thanksgiving
- 1 Christmas Eve (if schools are closed)
- 1 Christmas Day - Weekend -Day Choose 12/27
- 1 New Year's Eve
- 1 New Year's Day - Weekend-Day Choose 12/30
- 1 Martin Luther King Day (if schools are closed)
- 1 President's Day (if schools are closed)
- 1 Good Friday (if schools are closed)
- 1 Easter Monday (if schools are closed)
- 1 Memorial Day (if schools are closed)
- 15 Total Non Work Days for FY 22

**12 Month Employees**

- 1 Independence Day
- 1 Labor Day
- 1 Autumn Glory (if schools are closed)
- 1 Thanksgiving Day
- 1 Day after Thanksgiving Day
- 1 Day Monday after Thanksgiving
- 1 Christmas Eve (if schools are closed)
- 4 Extra Days at Christmas
- 1 New year's Eve
- 1 Martin Luther King Day (if school is closed)
- 1 President's Day (if school is closed)
- 1 Good Firday (if school is closed)
- 1 Easter Monday (if school is closed)
- 1 Memorial Day (if school is closed)
- 17 Total Non Work Days for FY22

- \* Ending date will be revised depending on number of days schools are closed for inclement weather emergencies
- # Beginning and ending dates may be adjusted according to school needs; however, the duty year will not exceed 210 days
- ! Teacher duty year plus twenty days
- & Guidance Counselors, Nurses, and Nurse Managers work 10 days beyond the duty year
- ^ Cafeteria assistants work the 180 day school calendar plus one day prior to the first days for students and one day after student term
- % Cafeteria managers and PIC's work the 180 day school calendar plus five days for Cafeteria managers and plus four days for PIC's prior to the first days for students and one day after student term.
- + Beginning and ending dates may be adjusted according to school needs; however, the duty year will not exceed 207 days

NOTE: For Head Custodians/Custodian/Maintenance, per the Negotiated Agreement: Whenever any of the non-work days listed above fall on a weekend, a mutually upon agreed date will be selected for the non-work day.