

SUMMER, 2009

Work Days and Hours for All Personnel Other than Summer School Teachers

WORK DAYS/WEEKS: With the exceptions noted below, all 12-month personnel will observe a **four-day** work week, Monday through Thursday, beginning the week of Monday, June ~~1~~8, 2009, and ending on Thursday, August 13, 2009.

WORK HOURS: Hours of work for 12-month personnel, with the exceptions noted below, are as follows:

Support Services Division Transportation Department	7:00 a.m. to 5:00 p.m., including 40 minute lunch
11 and 12-Month Instructional Personnel (Psychologists, Specialists, etc.)	7:30 a.m. to 5:15 p.m., including 40 minute lunch
All other Divisions/Departments/Schools	7:30 a.m. to 5:30 p.m., including 40 minute lunch

HOLIDAYS: **Memorial Day (Observed) - Monday, May 25, 2009**
 Independence Day (Observed) - Thursday, July 2, 2009

EXCEPTIONS:

1. Certain individuals in departments generally observing a 4-day week may be designated to observe a 5-day week when this is in the best interest of the district.
2. The Superintendent may approve variations in daily reporting and dismissal times by up to 30 minutes (i.e., 7:00 a.m. to 5:00 p.m. or 7:30 a.m. to 5:30 p.m.)

Board Approved: 12/18/08
Revised: _____