

**Hourly Staff Calendars**

2016-2017

<p><b><u>12-Month Secretaries</u></b></p> <p><b>Hourly Staff Development (Half Day):</b> 10/12/16 AM; 2/20/17 AM</p> <p><b>Paid Holidays (10):</b> 9/5/16; 11/24/16, 11/25/16; 12/23/16, 12/26/16, 12/30/16; 1/2/17; 3/24/17; 5/29/17, 7/4/17</p> <p><b>Parent-Teacher Conferences Comp Day: Work w/ Supervisor</b></p> <p><b>Snow Days: Report</b></p> <p><b>Vacation Days: Work with Supervisor</b></p> <p><b>1-4 yrs – 10 days; 5-9 yrs – 15 days; 10 + yrs – 20 days</b></p>	<p><b><u>Elementary Secretaries (214 Days plus 7 Paid Holidays)</u></b></p> <p><b>Start Date: August 1, 2016</b></p> <p><b>Hourly Staff Development (Half Day):</b> 10/12/16 AM; 2/20/17 AM</p> <p><b>Paid Holidays (7):</b> 9/5/16; 11/24/16, 11/25/16; 12/26/16; 1/2/17; 3/24/17; 5/29/17</p> <p><b>Parent-Teacher Conferences Comp Day: Work w/ Supervisor</b></p> <p><b>Non-work Days: Winter Break, Spring Break</b></p> <p><b>Snow Days: Report</b></p> <p><b>Last Day: June 21, 2017</b></p>
<p><b><u>10-Mo. M. S. Secretaries (203 Days plus 7 Paid Holidays)</u></b></p> <p><b>Start Date: August 1, 2016</b></p> <p><b>Hourly Staff Development (Half Day):</b> 10/12/16 AM; 2/20/17 AM</p> <p><b>Paid Holidays (7):</b> 9/5/16; 11/24/16, 11/25/16; 12/26/16; 1/2/17; 3/24/17; 5/29/17</p> <p><b>Parent-Teacher Conferences Comp Day: Work w/ Supervisor</b></p> <p><b>Non-work Days: Winter Break, Spring Break</b></p> <p><b>Snow Days: Do Not Report (Make-up at end of year)</b></p> <p><b>Last Day: June 12, 2017 (including 4 snow days)</b></p>	<p><b><u>10-Mo. H. S. Secretaries (208 Days plus 7 Paid Holidays)</u></b></p> <p><b>Start Date: August 1, 2016</b></p> <p><b>Hourly Staff Development (Half Day):</b> 10/12/16 AM; 2/20/17 AM</p> <p><b>Paid Holidays (7):</b> 9/5/16; 11/24/16, 11/25/16; 12/26/16; 1/2/17; 3/24/17; 5/29/17</p> <p><b>Parent-Teacher Conferences Comp Day: Work w/ Supervisor</b></p> <p><b>Non-work Days: Winter Break, Spring Break</b></p> <p><b>Snow Days: *Do Not Report (Make-up at end of year)</b></p> <p><b>Last Day: June 19, 2017 (including 4 snow days)</b></p> <p><b>*Activity Director Secretary should report on snow days.</b></p>
<p><b><u>Van Drivers (182 Days plus 7 Paid Holidays)</u></b></p> <p><b>Start Date: August 9, 2016</b></p> <p><b>Hourly Staff Development (Half Day):</b> 10/12/16 AM; 2/20/17 AM</p> <p><b>Paid Holidays (7):</b> 9/5/16; 11/24/16, 11/25/16; 12/26/16; 1/2/17; 3/24/17; 5/29/17</p> <p><b>Non-work Days: 10/12/16 PM, 10/13/16, 10/14/16; Winter Break; 1/16/17; 2/16/17, 2/17/17, 2/20/17 PM; Spring Break</b></p> <p><b>Snow Days: Do Not Report (Make-up at end of year)</b></p> <p><b>Last Day: May 30, 2017 – ½ day only (including 4 snow days)</b></p>	<p><b><u>Hall Monitors (182 Days plus 7 Paid Holidays)</u></b></p> <p><b>Start Date: August 9, 2016</b></p> <p><b>Hourly Staff Development (Half Day):</b> 10/12/16 AM; 2/20/17 AM</p> <p><b>Paid Holidays (7):</b> 9/5/16; 11/24/16, 11/25/16; 12/26/16; 1/2/17; 3/24/17; 5/29/17</p> <p><b>Non-work Days: 10/12/16 PM, 10/13/16, 10/14/16; Winter Break; 1/16/17; 2/16/17, 2/17/17, 2/20/17 PM; Spring Break</b></p> <p><b>Snow Days: Do Not Report (Make-up at end of year)</b></p> <p><b>Last Day: May 30, 2017 – ½ day only (including 4 snow days)</b></p>
<p><b><u>Food Service Manager (188 Days plus 7 Paid Holidays)</u></b></p> <p><b>Start Date: July 29, 2016</b></p> <p><b>Paid Holidays (7):</b> 9/5/16; 11/24/16, 11/25/16; 12/26/16; 1/2/17; 3/24/17; 5/29/17</p> <p><b>Non-work Days: 10/12/16, 10/13/16, 10/14/16; Winter Break; 1/16/17; 2/16/17, 2/17/17, 2/20/17; Spring Break</b></p> <p><b>Snow Days: Report as needed</b></p> <p><b>Last Day: May 30, 2017 (including 4 snow days)</b></p>	<p><b><u>Food Service Employees (183-188 Days plus 7 Paid Holidays)</u></b></p> <p><b>Start Date: *July 29 – August 5, 2016</b></p> <p><b>*Varies depending on employee duties</b></p> <p><b>Paid Holidays (7):</b> 9/5/16; 11/24/16, 11/25/16; 12/26/16; 1/2/17; 3/24/17; 5/29/17</p> <p><b>Non-work Days: 10/12/16, 10/13/16, 10/14/16; Winter Break; 1/16/17; 2/16/17, 2/17/17, 2/20/17; Spring Break</b></p> <p><b>Snow Days: Report as needed</b></p> <p><b>Last Day: May 30, 2017 (including 4 snow days)</b></p>

<p><b><u>Paraprofessionals (184 Days plus 7 Paid Holidays)</u></b></p> <p>Start Date: August 5, 2016  Hourly Staff Development (Half Day):  10/12/16 AM; 2/20/17 AM  Paid Holidays (7): 9/5/16; 11/24/16, 11/25/16; 12/26/16;  1/2/17; 3/24/17; 5/29/17  Non-work Days: 10/12/16 PM, 10/13/16, 10/14/16; Winter Break; 1/16/17; 2/16/17, 2/17/17, 2/20/17 PM; Spring Break  Snow Days: Do Not Report (Make-up at end of year)  Last Day: May 30, 2017 – ½ day only (including 4 snow days)</p>	<p><b><u>CNA/CMA (184 Days plus 7 Paid Holidays)</u></b></p> <p>Start Date: August 5, 2016  Hourly Staff Development (Half Day):  10/12/16 AM; 2/20/17 AM  Paid Holidays (7): 9/5/16; 11/24/16, 11/25/16; 12/26/16;  1/2/17; 3/24/17; 5/29/17  Non-work Days: 10/12/16 PM, 10/13/16, 10/14/16; Winter Break; 1/16/17; 2/16/17, 2/17/17, 2/20/17 PM; Spring Break  Snow Days: Do Not Report (Make-up at end of year)  Last Day: May 30, 2017 – ½ day only (including 4 snow days)</p>
<p><b><u>Bilingual Liaison (203 Days plus 7 Paid Holidays)</u></b></p> <p>Start Date: August 1, 2016  Hourly Staff Development (Half Day):  10/12/16 AM; 2/20/17 AM  Paid Holidays (7): 9/5/16; 11/24/16, 11/25/16; 12/26/16;  1/2/17; 3/24/17; 5/29/17  Parent-Teacher Conferences Comp Day: Work w/ Supervisor  Non-work Days: Winter Break, Spring Break  Snow Days: Do Not Report (Make-up at end of year)  Last Day: June 12, 2017 (including 4 snow days)</p>	<p><b><u>Accompanist (182 Days plus 7 Paid Holidays)</u></b></p> <p>Start Date: August 9, 2016  Hourly Staff Development (Half Day):  10/12/16 AM; 2/20/17 AM  Paid Holidays (7): 9/5/16; 11/24/16, 11/25/16; 12/26/16;  1/2/17; 3/24/17; 5/29/17  Non-work Days: 10/12/16 PM, 10/13/16, 10/14/16; Winter Break; 1/16/17; 2/16/17, 2/17/17, 2/20/17 PM; Spring Break  Snow Days: Do Not Report (Make-up at end of year)  Last Day: May 30, 2017 – ½ day only (including 4 snow days)</p>
<p><b><u>12 Month Custodians/Maintenance/Grounds</u></b></p> <p>Paid Holidays (10): 9/5/16; 11/24/16, 11/25/16; 12/23/16,  12/26/16, 12/30/16; 1/2/17; 3/24/17; 5/29/17, 7/4/17  Snow Days: Report  Vacation Days: Work w/Supervisor  1-4 yrs – 10 days; 5-14 yrs – 15 days; 15+ yrs – 20 days</p>	<p><b><u>12-Month Part-Time Custodian – DSAC AM only</u></b></p> <p>Paid Holidays (7): 9/5/16; 11/24/16, 11/25/16; 12/23/16,  12/26/16, 1/2/17; 5/29/17  Non-work Days: 12/30/16; 3/24/17; 7/4/17  Snow Days: Report  Vacation Days: Work w/ Supervisor</p>
<p><b><u>10 Month Custodians (203-207 Days plus 7 Paid Holidays)</u></b></p> <p>Start Date: *August 2-8, 2016  *Varies depending on employee duties  Paid Holidays (7): 9/5/16; 11/24/16, 11/25/16; 12/23/16,  12/26/16, 1/2/17; 5/29/17  Non-work Days: 12/30/16; 3/24/17  Snow Days: Report  Last Day: May 30, 2017 (207 work days)</p>	<p><b><u>T.A.P. Intern (92 Days plus 4 Paid Holidays)</u></b></p> <p>Start Date: August 8, 2016  Paid Holidays (4): 9/5/16; 11/24/16, 11/25/16; 12/26/16  Non-work Days: 10/12/16, 10/13/16, 10/14/16  Snow Days: Do Not Report  Last Day: December 21, 2016</p>