

Salaried Staff Calendars 2022-2023

<p><u>New Teachers</u> (1st Year – 196 Days) New Teacher Orientation/Staff Development Days: July 29; August 1; November 23; February 20 Fall Workshop: August 3,4,5,8,9 District Staff Development Days: Fall Workshop, January 16 *Building Staff Development Days/Teacher Workdays: Sept 6; Oct 12, 13; Nov 23, Jan 4, 16; Feb 15, 16; May 25 (.5 Day PM) (One flexible work day over winter break) Parent-Teacher Conferences Comp Day: October 14, February 17 Non-work Days: Labor Day, Thanksgiving Break, Winter Break, Spring Break, Memorial Day Snow Days: These will be remote learning days. Refer to Inclement Weather Website Last Day: May 25 – ½ day for students</p>	<p><u>Teachers</u> (Veterans - 194 Days) Start Date for Veteran Staff: August 3 Fall Workshop: August 3,4,5,8,9 District Staff Development Days: Fall Workshop, January 16 *Building Staff Development Days/Teacher Workdays: Sept 6; Oct 12, 13; Jan 4, 16; Feb 15, 16; May 25 (.5 Day PM) (One flexible work day Nov 23, or over winter break, or Feb 20) Parent-Teacher Conferences Comp Day: October 14, February 17 Non-work Days: Labor Day, Thanksgiving Break, Winter Break, Presidents’ Day, Spring Break, Memorial Day Snow Days: These will be remote learning days. Refer to Inclement Weather Website Last Day: May 25 – ½ day for students</p>	<p><u>Nurses</u> (192 days) Start Date: August 3 Fall Workshop: August 3,4,5,8,9 District Staff Development Days: January 16 *Building Staff Development Days/Teacher Workdays: Oct 12, 13; Jan. 16; February 15, 16; May 25 (.5 Day PM) (One flexible work day Nov 23, or over winter break, or Feb 20) Parent-Teacher Conferences Comp Day: October 14, February 17 Non-work Days: Labor Day, Sept 6, Thanksgiving Break, Winter Break, Jan 4, Presidents’ Day, Spring Break, Memorial Day Snow Days: These will be remote learning days. Refer to Inclement Weather Website Last Day: May 25 – ½ day for students</p>
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Non-Traditional Certificated Staff Work Calendars

Head Nurse (202 Days) **Interventionists** (214 Days) **Facilitators** (214 Days)
Middle School Counselors (206 Days) **High School Counselors** (206 Days) **Psychologists** (211 Days)
Elementary Admin Intern (199 Days) **SPED Program Facilitators** (204 Days), (214 Days)
District Department Heads (204 Days), (214 Days) **Secondary Dean** (214 days)

Professional-Technical Salaried Employees

Occupational & Physical Therapists (192 Days)
Community Counselor/Social Worker (209 Days)
Pro-Tech Salaried Employees (220 Days), (12 month)

Calendar Parameters for Non-Traditional Certificated and Pro-Tech Salaried Employees

1. Earliest First Contract Day – First workday in August.
2. Latest Last Contract Day – Last workday in July.
3. Work the identified/Scheduled Work Days:
 - a. All Fall Workshop days
 - b. Last week of the school year
 - c. All staff days
 - d. All staff development days
 - e. All parent-teacher conference days, following the school schedule for evening conferences, if applicable.
4. Employee and supervisors discuss work to be done and determine work calendar:
 - a. Employee submits calendar to supervisor for approval prior to **August 3rd**
 - b. Supervisor submits approved calendar to Human Resources prior to **August 10th**
5. Schedule additional days with your supervisor:
 - a. Weekends may not be used to meet contract days.
 - b. *District Holidays are non-contract days and may not be used for additional days.
6. Days you are scheduled to work:
 - a. If an employee is sick on a scheduled work day he/she should use a sick day.
 - b. Employees may not flex scheduled work days for FMLA purposes.

12-Month Salaried Employees

- Snow Days: Report
- Ten Paid Holidays/Vacation Days: 1 year - 15 days; 2 + years – 20 days (Supervisor Approval Required)

District Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 12/26/22, 12/30/22, 1/2/23, 4/7/23, 5/29/23, 7/4/23

***Building Staff Development Days/Teacher Workdays:** Dates may be interchangeable based on building needs.