

**Work Year Calendar
Classified Employees
Working Less Than 12 Months
July 1, 2019 – June 30, 2020**

ASSIGNED MONTHS	START DATE	ENDING DATE
9.25 months	Monday, August 19, 2019	Thursday, June 11, 2020

9.25 MONTH TRADITIONAL SCHOOL EMPLOYEES

All 9.25 month employees work 184 days. **Friday, October 25 (Staff Development day)*, Monday, November 25, Tuesday, November 26, Wednesday, November 27, 2019, Monday, March 23, 2020 (Staff Development day)*, Friday, April 24, 2020 are non-workdays for all 9.25 month employees as well as winter and spring break periods.**

*Education Assistants are encouraged to work one Staff Development day. If Education Assistants are requested to work the second Staff Development day, it is at the expense of the worksite.

10.00 months	Tuesday, August 13, 2019	Thursday, June 11, 2020
10.25 months	Monday, August 12, 2019	Wednesday, June 17, 2020
10.50 months	Monday, August 5, 2019	Thursday, June 18, 2020

Note: All employees working the above months (10, 10.25, or 10.50) work continuously except on District designated holidays days and winter and spring break periods. A “*Change in Designated Work Year Calendar*” form needs to be completed for changing any work year schedule or day. All changes must be within the fiscal year July 1, 2019 through June 30, 2020. **All the above schedules work on Friday, October 25, Monday, November 25 Tuesday, November 26, Wednesday, November 27, 2019, Monday, March 23, 2020 and Friday, April 24, 2020.**

11.00 months	Thursday, August 1, 2019	Tuesday, June 30, 2020
11.25 months	Thursday, July 25, 2019	Tuesday, June 30, 2020
11.50 months	Wednesday, July 17, 2019	Tuesday, June 30, 2020

Note: All employees working the above months (11, 11.25, or 11.50) work continuously except on District designated holidays unless otherwise noted in work year assignments. A “*Change in Designated Work Year Calendar*” form needs to be completed for changing any work year schedule or day. All changes must be made within the fiscal year July 1, 2019 through June 30, 2020. **All the above schedules work on Friday, October 25, Monday, November 25, Tuesday, November 26, Wednesday, November 27, 2019, Monday, March 23, 2020 and Friday, April 24, 2020.**