

			y-2025	187	
Staff Nurse Nek to the District	29-> ul-2024	23-May-2025		191	
Student Administrator	26-> ul-2024	30-May-2025		195	
Demonstration Teacher (Title)	1-Au[ -2024	23-May-2025		187	
Community Liaison	1-Au[ -2024	23-May-2025		185	
Teacher Assistant, Paraprofessional	1-Au[ -2024	23-May-2025		185	
Nurse Assistant	1-Au[ -2024	23-May-2025		185	
School Clerk	1-Au[ -2024	23-May-2025		185	
School Monitor	1-Au[ -2024	23-May-2025		185	
Campus Coordinator	15-> ul-2024	25-> un-2025		221	
Testing Coordinator	5-Au[ -2024	9-> un-2025		195	
Reconnection Center E 215 Employees	15-> ul-2024	16-> un-2025		215	
Teacher Leader Intern	24-> ul-2024	23-May-2025		193	
Reset Center Coordinator	26-> ul-2024	30-May-2025		195	
Head Athletic Trainer	15-> ul-2024	17-> un-2025		215	
Athletic Trainer	15-Jul-2024	3-Jun-2025	205 %		Do not receive fall break will receive fair day
Other Campus Based Professional Employees - 215	15-Jul-2024	16-Jun-2025	215		Do not receive fall break will receive fair day
Other Campus Based Professional Employees - 205	15-Jul-2024	2-Jun-2025	205		
Other Campus Based Professional Employees - 195	24-Jul-2024	30-May-2025	195		
Other Campus Based Professional Employees - 185	5-Aug-2024	23-May-2025	185		
Coach, Head Football / Athletic Coordinator	8-Jul-2024	23-Jun-2025	226 % , #		Do not receive fall break will receive fair day, must work Labor Day
Athletic Coordinator (Non-Head Football Coach)	15-Jul-2024	4-Jun-2025	207		
High School Lead Counselor	19-Jul-2024	13-Jun-2025	210		
Comprehensive HS / Magnet School Counselor	26-Jul-2024	6-Jun-2025	200		
Cluster Lead Teacher	26-Jul-2024	13-Jun-2025	205		
Cluster Teacher	26-Jul-2024	30-May-2025	195		
Career Preparation & FCSCP/AG Vocational Teacher	22-Jul-2024	23-May-2025	195		
CATE Teacher - 215 days	16-Jul-2024	17-Jun-2025	215		
Financial Clerk	15-Jul-2024	18-Jun-2025	215		
ROTC Instructor	1-Aug-2024	5-Jun-2025	195		
Data ConC F Work					
Da					

			ys		
Central Administration	1-Sep-2024	31-Aug-2025	226 -		
Central Based Professional Employees - 215	15-Jul-2024	18-Jun-2025	215 ^ +		
Central Based Professional Employees - 205	15-Jul-2024	4-Jun-2025	205 ^ +		
Central Based Professional Employees - 195	24-Jul-2024	30-May-2025	195 ^ +		
Central Based Professional Employees - 185	1-Aug-2024	23-May-2025	185 ^ +		
Other Support Employees - 215	15-Jul-2024	18-Jun-2025	215 +		
Other Support Employees - 205	15-Jul-2024	4-Jun-2025	205 +		
Other Support Employees - 195	24-Jul-2024	30-May-2025	195 +		
Other Support Employees - 185	1-Aug-2024	23-May-2025	185 +		
<b>Police and Security:</b>					
PSO / CSO /Armed Security Officer	15-Jul-2024	26-Jun-2025	220		
Police Sergeant and Police Lieutenant	1-Sep-2024	31-Aug-2025	235		
Peace Officer	1-Sep-2024	31-Aug-2025	235		
Dispatch Supervisor	1-Sep-2024	31-Aug-2025	235		
Security Guard Supervisor	1-Sep-2024	31-Aug-2025	235		

BI WEEKLY (HOURLY) PERSONNEL:	Start Date	End Date	Work Days
<b>Custodial:</b>			
Custodian, Part - Time Custodian, Floater,	1-Sep-2024	31-Aug-2025	260

Bus Drivers/Monitors	1-Aug-2024	23-May-2025	185
Parking Lot Attendant	1-Aug-2024	23-May-2025	185

# Head Football Coaches, and Athletic Coordinators that serve as Head Football Coaches are required to work on September 2, 2024.

% Head Football Coaches, Athletic Coordinators that serve as Head Football Coaches, and all Athletic Trainers are required to work on October 10, 2024 and October 11, 2024. These individuals will receive a Fair Day in October.

+ Employees with duty periods of 185 to 221 days are off for Fall Break on October 10th-11th. They will not receive a Fair Day for the 2024-2025 school year.

- Employees with duty periods greater than 221 days will receive a Fair Day for the 2024-2025 school year.

^ Central Based Professional employees do not attend Parent/Teacher conference.

Central Office employees are off for Independence Break on June 30th - July 4th.

Labor Day	September 2nd
Thanksgiving Break	November 25th - 29th
Winter Break	December 23rd - January 3rd
Martin Luther King, Jr. Holiday	January 20th
Spring Break	March 10th - 14th
Student/Staff Holiday	April 18th
Memorial Day	May 26th
Juneteenth Holiday	June 19th
Independence Break	June 30th - July 4th

185 to 221-day employees (campus based and central staff)

Labor Day	September 2nd	
Fall Break	October 10th - 11th	
Thanksgiving Break	November 25th - 29th	
Winter Break (Teachers/Staff)	December 23rd - January 3rd	
Winter Break (Students)	December 23th - January 6th	
Martin Luther King, Jr. Holiday	January 20th	
Spring Break	March 10th - 14th	
Student/Staff Holiday	April 18th	
Student/Teacher	April 21st*	* inclement weather day if needed
Student/Teacher	May 2nd*	* inclement weather day if needed
Memorial Day	May 26th	
Juneteenth Holiday	June 19th	

#### CENTRAL STAFF PAYROLL HOLIDAYS (NON-PAID)

For 226-day central staff and campus based employees (except Board Certified Psychiatrists), for payroll purposes the following days are considered holidays: September 2nd;

November 25th - 29th; December 23rd - January 3rd; January 20th; March 10th - 14th; April 18th; May 26th; June 19th; June 30th - July 4th.

#### CAMPUS BASED PRINCIPALS, OFFICE MANAGERS, AND BOARD CERTIFIED

##### PSYCHIATRISTS PAYROLL HOLIDAYS (NON-PAID)

For payroll purposes, the following days are considered holidays: September 2nd; October 10th - 11th;

November 25th - 29th; December 23rd - January 3rd; January 20th; March 10th - 14th; April 18th; May 26th June 19th; April 21st and May 2nd are non-work days if not needed as an inclement weather make up day.

#### **BIWEEKLY STAFF: 260 / 235 / 189 / 185 DAY PERSONNEL PAYROLL HOLIDAYS**

For 260 and 235-day employees for payroll purposes, the following

**STAFF DEVELOPMENT DAYS**

August 1st - 9th: Teacher Preparation and Professional Development  
September 19th: 1/2 day Professional Development\*  
October 14th: Professional Development  
November 5th: Professional Development  
January 6th: 1/2 Professional Development and 1/2 Work Day  
February 17th: Professional Development  
February 20th: 1/2 day Professional Development\*

*Returning Teachers who complete the 14hrs of professional learning during the summer as identified by the Professional and Digital Learning department will have the opportunity to use that time to flex participation in the scheduled October 14, 2024 and February 17, 2025 professional development dates.*

**PARENT CONFERENCE (PK-12)**

Parent Teacher conferences will be held the week of October 21, 2024 and January 27, 2025. Campus based professional staff are expected to work an additional 7.5hrs outside of normal work hours during the designated weeks to receive credit for 1 work day in the Fall and 1 work day in the Spring. Teachers will have the week to schedule conferences before or after school times to accommodate parents.

**INSTRUCTIONAL DAYS**

Fall	85
Spring	89
Professional Development/Prep Days	11
Parent Conferences (1 Fall/1 Spring)	2
<b>Total Teacher Work Days</b>	<b>187</b>

**NON DUTY DAYS**

226-day employees have 3 non-duty days to be used at the employee/supervisor discretion.  
235-day employees have 6 non-duty days to be used at the employee/supervisor discretion.

**INCLEMENT WEATHER DAYS**

The April 21st and May 2nd inclement weather days are scheduled as non-working days to be used as make-up if needed. If April 21st and May 2nd are not used as a make up days, they will be non-working days for employees with duty periods of 185 to 221 days and 226 day Athletic Coordinator / Head Football Coach.

Inclement weather days are work days for Central Administration employees whose duty periods are greater than 221 days.