

May 2, 2022

TO: Permanent Classified Staff Working Less Than 12 Months

FROM: Edward D. Atkinson, Ed.D.
Assistant Superintendent, Human Resources

SUBJECT: **2022/23 Returning and Last Working Dates**

<u>2022/23 School Year:</u> <u>Position</u>	<u>Returning</u> <u>Date</u>	<u>Last</u> <u>Working</u> <u>Day</u>	<u>Total Duty Days</u>
11.5-Month Employee	7/01/22	6/21/23	236 days
11-Month Employee (adjust workweek for SS**)	7/12/22	6/15/23	226 days
10.5-Month Employee	7/25/22	6/12/23	214 days
10-Month Employee	8/02/22	6/05/23	203 days
9.5-Month Employee (see below for specific positions) *	--	--	--
Bus Driver	8/11/22	6/02/23	195 days
Campus Supervision Liaison	8/11/22	6/02/23	195 days
Campus Supervision Aide	8/11/22	6/02/23	195 days
Food Service Lead*	8/10/22	6/02/23	196 days
Senior Food Service Worker	8/11/22	6/02/23	195 days
Food Service Worker	8/11/22	6/02/23	195 days
Instructional Aide	8/11/22	6/02/23	195 days

* See position for start and end dates of 9.5-month employees. All 9.5-month employees start and end on the same dates except for the Food Service Lead staff members, who work 196 days and start on 8/10/22.

**11-month employees work four (4) days [eight (8) hours per day] Monday – Thursday and have Friday off due to the Summer School (SS) session during incomplete work weeks.

For your information, pupils start school on Monday, August 15, 2022, the last pupil attendance day is Thursday, June 1, 2023, and the last teacher day is June 2, 2023. Memorial Day Holiday will be observed on May 29, 2023.