

**NON-ADMINISTRATIVE CLASSIFIED PERSONNEL DUTY DAY CALENDAR  
2014/15 School Year**

	<u>Duty Days</u>	Non-Duty Days (Day shown is day of month)	<u>Months Employed</u>						Student School Year
			<u>12</u>	<u>11.5</u>	<u>11</u>	<u>10½</u>	<u>10</u>	<u>9½*</u>	<u>Year</u>
July, 2014	22	4	22	22	12	4	--	--	--
August	21	—	21	21	21	21	21	17/18	15
September	21	1	21	21	21	21	21	21	21
October	23	—	23	23	23	23	23	23	23
November	17	11, 24, 25, 26**, 27, 28	17	14	14	14	14	14	14
December	19	24, 25, 26***, 31	19	19	19	19	19	19	14
January, 2015	20	1, 19	20	20	20	20	20	20	19
February	18	9, 16	18	18	18	18	18	18	18
March	22		22	22	22	22	22	22	17
April	21	3****	21	21	21	21	21	21	21
May	20	25	20	20	20	20	20	19/20	19
June	<u>22</u>	<u>--</u>	<u>22</u>	<u>15</u>	<u>15</u>	<u>11</u>	<u>4</u>	<u>0</u>	<u>0</u>
Total	246	15	246	236	226	214	203	195	181
Minus one Staff Development day to be determined.									<u>-1</u>
									180

The above calendar excludes Saturdays and Sundays.

The working days for the 2014/15 school year are as follows:

<u>Months Employed</u>	<u>Starting Date</u>	<u>Ending Date</u>
12 months	Tuesday, July 1, 2014	Tuesday, June 30, 2015
11½ months	Tuesday, July 1, 2014	Friday, June 19, 2015
11 months	Wednesday, July 16, 2014	Friday, June 19, 2015
10½ months	Monday, July 28, 2014	Monday, June 15, 2015
10 months	Friday, August 1, 2014	Thursday, June 4, 2015
9½ months*	August 6 or 7, 2014	May 28 or 29, 2015
Student School Year	Monday, August 11, 2014	Thursday, May 28, 2015

The request for vacation days shall be in writing prior to the use of the vacation days and be approved by the Superintendent or designee. Vacation days are to be used during the year the days are earned. Classified personnel are allowed to carry over a maximum of the number of vacation days earned in one year.

\* See 2014/15 Returning Dates and Last Working Dates calendar memo.

\*\* Employees working less than 12 months will have three “dark” non-paid days Thanksgiving week.

\*\*\* December 26, 2014, will be observed in lieu of Admissions Day.

\*\*\*\* The Spring Friday holiday may be used on Good Friday or used as a floating holiday with prior supervisor approval.

Reference: Education Code Sections 37220-37223, 45205, 45206.5, Board Policy 6310, Pupil Attendance Calendar

Regulation approved: July 14, 2014