

Work Schedule - Reporting Dates

2023 - 2024

2023-2024 Scheduled Work Days

This is not intended to be a listing of all positions. Please contact your Administrator or the Human Resources Department if your position is not listed or if you have a question about your work schedule. Please refer to the 2023-2024 School Instructional Year Calendar for pre-planning and post-planning dates, holidays, in-service dates, and school closed dates. Any departure from this schedule must have the prior approval of the Superintendent. This schedule may be modified to meet system instructional and funding objectives. ***This schedule is subject to adjustments.***

Please refer to the "End Notes" for additional information.

# Work Days	Staff Positions	Start Date	End Date
180	System-Wide to include ISS Instructor, LHS Security, Regular Paraprofessional (1-12), Special Education Paraprofessional, Pre-Kindergarten Special Education Paraprofessional, ISS Paraprofessional, Bus Driver/Monitor	08/07/2023	05/22/2024
180	Receptionist (Elementary & High Schools), Family & Community Engagement School Liaison, Secretary (LHS)	08/07/2023	05/22/2024
180	SNP Assistant Manager, SNP Assistant, Head Cashier	08/07/2023	05/22/2024
180	K-12 Media Paraprofessional	08/07/2023	05/22/2024
180	K-12 Migrant Paraprofessional	08/07/2023	05/22/2024
182	Kindergarten Paraprofessional, School Nurse (Elementary, Middle, & High Schools) (2+0) ^{1 2}	08/03/2023	05/22/2024
190	Pre-Kindergarten Teacher & Pre-Kindergarten Paraprofessional	07/31/2023	05/24/2024
190	Teacher (Elementary (K-5), Middle, & High Schools), ROTC Instructor (LHS)	07/31/2023	05/24/2024
190	Counselor (Elementary & Middle Schools), School Psychologist (4), District-Wide Parent Liasion	07/31/2023	05/24/2024
190	Technology Paraprofessional, School Attendance Officer	07/31/2023	05/24/2024
190	School Nurse Coordinator, Occupational Therapist, Physical Therapist	07/31/2023	05/24/2024
190	Secretary/Receptionist (LHS), Instructional Coach (CARES III)	07/31/2023	05/24/2024
190	Paraprofessional - Educational Interpreter, Migrant Intervention Specialist (Migrant Support)	07/31/2023	05/24/2024
190	SNP Manager, Family & Community Involvement Coordinator	07/31/2023	05/24/2024
192	Media Specialist (K-12), Social Worker (2+0) ^{1 2}	07/27/2023	05/24/2024
194	Academic Coach (Elementary, Middle, & High Schools) (2+2) ^{1 2}	07/27/2023	05/29/2024
195	Assistant Band Director (LHS) (2+3) ^{1 2}	07/27/2023	05/30/2024
195	Counselor (LHS), Secretary (Alt School) (5+0) ^{1 2}	07/24/2023	05/24/2024
197	Special Education Coordinator (4+3) ^{1 2}	07/25/2023	05/30/2024
200	Secretary (Elementary & Middle Schools), Campus Users (4+6) ^{1 2}	07/25/2023	06/04/2024
205	Assistant Principal (Elementary & Middle Schools) (7+8) ^{1 2}	07/20/2023	06/06/2024
210	Homeless Case Manager, Professional Learning Coordinator, Software and Media Coordinator (10+10) ^{1 2}	07/17/2023	06/10/2024
210	Centralized Bookkeeper, ROTC Instructor/Asst. Instructor, System Testing Coordinator, Youth Apprenticeship Director (9+11) ^{1 2}	07/18/2023	06/11/2024
215	Assistant Principal (LHS) (14+11) ^{1 2}	07/11/2023	06/11/2024
215	Bookkeeper (LHS) (14+11) ^{1 2}	07/11/2023	06/11/2024
220	Assistant Principal (LHS), Alternative School Site Coordinator/Assistant Principal (14+16) ^{1 2}	07/11/2023	06/18/2024
220	Teacher/Athletic Coach (15+15) ^{1 2}	07/10/2023	06/17/2024
225	Principal (Elementary & Middle Schools), Assistant Principal (LHS) (16+19) ^{1 2}	07/07/2023	06/21/2024
225	Custodian, Head Custodian, Custodial Supervisor (16+19) ^{1 2}	07/07/2023	06/21/2024
230	Principal (LHS), Assistant Principal (LHS), Band Director (17+22) ^{1 2}	07/06/2023	06/26/2024
230	Secretary (LHS), Centralized Registration Data Clerk (17+22) ^{1 2}	07/06/2023	06/26/2024
230	Assistant Superintendent, System-Wide Director, Assistant Director, Department Coordinator, Information Accountability & Research Coordinator, Athletic Director, Athletic Assistant, Centralized Infinite Campus Registrar, Centralized Bookkeeper, Central Office Secretary/Administrative Assistant, Head Football Coach, Teacher/Assistant Varsity Football Coach, System Network Administrator, Technology Specialist, Technology Technician (Level 1- Sr.), Instructional Technology Specialist, Accounting Secretary, Accounting Technician, LHS Registrar and Assistant Registrar, School Psychologist, SNP Area Manager, SNP Bookkeeper/Secretary, Maintenance/Grounds, Shop Foreman, Transportation Mechanic, Transportation Trainer/Safety Clerk (17+22) ^{1 2}	07/06/2023	06/26/2024

End Notes

1. (# + #) Represents the number of workdays prior to and after the 190-day schedule.

2. The summer work schedule for June and/or July 2024 may include five-day/8 hours work weeks, four-day/10 hours work weeks, logged hours, and personal or vacation days for personnel scheduled to work during these months. The approved schedule will be announced in May 2024.

Revised
7/27/2023