

GSCS Employee Calendar 2014-2015

5/28/14

Job Title	# Work Days	Employee Holidays (or scheduled off days)	Flexible Work Hours During Summer	First Day of Work Schedule	Last Day of Work Schedule
Interpreter (HI) Nursing Paraprofessionals	180	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/5/15 MLK Observance 1/19/15 Mid-Winter Break 2/13/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	8/4/14	5/29/15
Bus Drivers Bus Monitors	183	Off 8/1/14 Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14-11/28/14 Christmas Break 12/22/14 - 1/5/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	Must work one day during week of July 14 - 17	7/30/2014 2nd work day	5/29/15
Nutrition Workers	184	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/5/15 MLK Observance 1/19/15 Mid-Winter Break 2/13/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/30/14	6/1/15
Paraprofessionals (excluding Pre-K)	184	Off 8/1/2014 Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/30/14	5/29/14
School Nurses	185	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/5/15 MLK Observance 1/19/15 Mid-Winter Break 2/13/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/30/14	6/2/15
Nutrition Managers	186	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/13/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/29/14	6/1/15

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Transportation Shop Assistant	187	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/30/14	6/2/15
All Pre-K Staff	188	Off 8/1/2014 Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/28/14	6/2/15
Behavior Intervention Specialist (Mainstay), Clerks, Communication Aide, Clerks Psychologists, Media Specialists School Social Worker, SLP & Teachers (except Pre-K)	190	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15 Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/28/14	6/3/15
Elementary Counselors	192	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/25/14	6/4/15
Middle School Counselors	193	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/25/14	6/5/15
Intervention Coordinator	195	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15-2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/23/14	6/5/15

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Job Title	# Work Days	Employee Holidays (or scheduled off days)	Flexible Work Hours During Summer	First Day of Work Schedule	Last Day of Work Schedule
High School Counselors Selected Clerks Selected School Psychologists Selected Secretaries	200	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	N/A	7/21/14	6/10/15
Elementary School Secretaries Nursing Supervisor PreK/ESOL Coordinator Selected Clerks Selected School Psychologists Special Ed Coordinator	205	Off 7/18/2014 Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>8 hour days from</b> 6/16/14 - 6/18/14 <b>10 hour days from</b> 7/14/14 - 7/17/14 <u>Summer 2015</u> <b>8 hour days from</b> 6/8/15 - 6/10/15	7/14/14	6/10/15
Assistant Principals (Not HS APIs) Instructional Technology Coach Selected Clerks Selected Secretaries	210	Labor Day 9/1/14 Fall Break 10/13/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>8 hour days from</b> 6/13/14 & 6/16/14 <b>8 hour days from</b> 7/21/14 - 7/31/14 <u>Summer 2015</u> <b>10 hour days from</b> 6/8/15 - 6/11/15	7/21/14	6/11/15
Lead School Psychologist	210	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>10 hour days from</b> 7/7/14 - 7/17/14 <u>Summer 2015</u> <b>10 hour days from</b> 6/8/15 - 6/11/15 <b>8 hour days from</b> 6/15/15 - 6/17/15	7/14/14	6/17/15
Registrars	210	Labor Day 9/1/14 Fall Break 10/13/14 - 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 - 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>10 hour days from</b> 7/7/14 - 7/17/14 <u>Summer 2015</u> <b>8 hour days from</b> 6/8/15 - 6/10/15	7/7/14	6/10/15
High School APIs PC Technicians	220	Labor Day 9/1/14 Fall Break 10/13/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>10 hour days from</b> 6/16/14 - 6/19/14 7/14/14 - 7/17/14 <b>8 hour days from</b> 6/23/14 - 6/24/14 <u>Summer 2015</u> <b>10 hour days from</b> 6/8/15 - 6/18/15	7/14/14	6/18/15

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Job Title	# Work Days	Employee Holidays (or scheduled off days)	Flexible Work Hours During Summer	First Day of Work Schedule	Last Day of Work Schedule
Selected Elementary Principals	225	Labor Day 9/1/14 Fall Break 10/13/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>10 hour days from</b> 6/16/14 - 6/26/14 <b>10 hour days from</b> 7/14/14 - 7/17/14 <u>Summer 2015</u> <b>10 hour days from</b> 6/8/15 - 6/26/15	7/14/14	6/25/15
Central Office Administrators Mechanics Selected Principals Selected Secretaries	230	Labor Day 9/1/14 Fall Break 10/13/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/22/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>10 hour days from</b> 6/16/14 - 6/26/14 <b>10 hour days from</b> 7/7/14 - 7/17/14 <u>Summer 2015</u> <b>10 hour days from</b> 6/8/15 - 6/25/15	7/7/14	6/25/15
Custodians/Maintenance	230	Labor Day 9/1/14 Fall Break 10/13/14 & 10/17/14 Thanksgiving Break 11/24/14 - 11/28/14 Christmas Break 12/23/14 - 1/2/15 MLK Observance 1/19/15 Mid-Winter Break 2/16/15 & 2/20/15* Spring Break 4/20/15 - 4/24/15 Memorial Day 5/25/15	<u>Summer 2014</u> <b>10 hour days from</b> 6/16/14 - 6/26/14 <b>10 hour days from</b> 7/7/14 - 7/17/14 <u>Summer 2015</u> <b>10 hour days from</b> 6/8/15 - 6/25/15 <b>8 Hour day</b> 6/29/2015	7/7/14	6/29/15

\*If student make up days are required, then the order the days will be made up by employees are as follows: 2/20/15, 2/19/15, 2/18/15, 2/17/15 & 2/13/15

**Requests to Modify Work Schedule (Trade Days)** - For all staff who work 192 days or more

- Requests must be entered in AESOP in advance
- Include specific information regarding the work to be accomplished and the alternative work day in the comment box
- If buildings are closed, these dates are not available for trading purposes
- 12/22/14 - 1/2/15 are not available for trading purposes

Administrative Symposium Dates:  
7/21/14

New Teacher Orientation  
7/23/14 - 7/25/14

School In Session  
8/4/14 - 5/29/15

**2014 - 2015 Work Hours**

Location	Student Hours	Certified Staff Hours (8)	Buildings Open	Sub Hours (7.5)
Elementary Schools	8:00 - 2:50	7:30 - 3:30	7:15	7:30 - 3:00
Middle Schools	8:30 - 4:00	8:15 - 4:15	8:00	8:10 - 4:10
High Schools	7:40 - 3:20	7:30 - 3:30	7:00	7:25 - 3:25
A. Z. Kelsey Achievement	7:30 - 2:30	7:30 - 3:30	7:15	7:30 - 3:00
A. Z. Kelsey Academy	7:30 - 4:00 (M-Th) & 7:30 - 11:15 (F)	7:15 - 4:15 (M-Th) & 7:30 - 11:15 (F)	7:15	7:30 - 3:00

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