

Memorandum

To: Principals, Assistant Principals, Department Heads, and Administrative Assistants
From: Danniella Ewen, Executive Director, Human Resources
CC: Human Resources Department
Date: June 16, 2021
Re: ESP Work Year Dates for 2021-2022

Below, are the 2021-2022 work year dates for ESP Staff. Please note that the district's decision to implement an electronic timecard system prevents administrators from adjusting work schedules.

WORK YEAR DAYS	REPORTING DATE	LAST WORK DAY
220 days	July 7, 2021	June 13, 2022
210 days	July 15, 2021	June 7, 2022
207 days	July 14, 2021	June 1, 2022
202 days	August 2, 2021	June 13, 2022
200 days	August 2, 2021	June 9, 2022
197 days	August 2, 2021	June 6, 2022
192 days	August 2, 2021	May 27, 2022
185 days	August 10, 2021	May 26, 2022
182 days	August 10, 2021	May 23, 2022
173 days	August 11, 2021	May 25, 2022

Teacher work days/in-service days are considered workdays for all ESP staff (except Food Service and Transportation employees).

Food Service and Transportation employees should be included in Building/District in-service training days.