

## M E M O R A N D U M

**TO:** Employees working a 180 Day Work Schedule  
(Crossing Guards P/T, Math Interventionist P/T and Receptionist P/T)

**FROM:** Division of Human Resources

**RE:** 2020-2021 Work Year

**DATE:** July 1, 2020

Your work year will begin August 3, 2020 with the last workday being May 21, 2021. The days below are non-paid and not included in your work calendar.

<b>Day</b>	<b>Date</b>	<b>Holiday</b>
Monday	September 7	Labor Day
Monday-Friday	October 5-9	Fall Break
Friday	November 11	Veterans Day
Monday-Friday	November 25-27	Thanksgiving Break
Monday-Friday	December 21-January 1	Winter Break
Monday	January 18	Martin Luther King, Jr
Monday-Tuesday	February 15	Presidents Day
Monday-Friday	March 8 -12	Spring Break
Monday	March 29	Cesar Chavez Day
Friday	April 2	Spring Recess
Monday	May 31	Memorial Day

**The District Convocation for the 2020-2021 School Year is July 27, 2020. While your attendance is not mandatory, we welcome you to attend a share in the opening of the school year.**

January 4, 2021 is a Districtwide Professional Development Day included in the work calendar.

Please know we appreciate the work you have done to support students and families of Roosevelt School District. If you have any questions relative to your work year, please contact your immediate supervisor.

Visions Work Calendar: HOURLY 9 MONTH NO HOLIDAYS