

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

**TO:** Hourly Employees working a 210 Day Work Schedule  
(Clerk, F.A.C.E. Coordinators, Paraprofessional I, Paraprofessional II,  
Paraprofessional III, Contracted Classroom Aides and Student Aides)

**FROM:** Division of Human Resources

**RE:** 2020-2021 Work Year

**DATE:** July 1, 2020

Your work year will begin July 27, 2020 with the last workday being May 21, 2021. The days below are paid holidays with the exception of Fall Break (see note below).

<b>Day</b>	<b>Date</b>	<b>Holiday</b>
Monday	September 7	Labor Day
<i>Monday-Friday</i>	<i>October 5-9</i>	<i>Fall Break*</i>
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

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

**\*NOTE: 9 - month employees are not expected to work during Fall Break.**

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: 9 MO 22 PAY 210 DAY ACTUAL