

WARE COUNTY 12 MONTH EMPLOYEE WORK CALENDAR EFFECTIVE 7/1/2018-6/31/2019

JULY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
					21M	21

AUGUST						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
					23M	23

SEPTEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
					19M	19

OCTOBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8M	9M	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
					23M	21

NOVEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19M	20M	21	22	23	24
25	26	27	28	29	30	
					19M	17

DECEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
					15M	15

JANUARY						
S	M	T	W	T	F	S
		1	2M	3M	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	21M	19

FEBRUARY						
S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19M	20	21	22	23
24	25	26	27	28	19M	18

MARCH						
S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31					21M	21

APRIL						
S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
					17M	17

MAY						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
					22M	22

JUNE						
S	M	T	W	T	F	S
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
					20M	20

233 workdays = CO, Middle and High Principals, WCHS Bookkeeper, Registrar, Prinipal Secretary, Warehouse Manager, Grounds Crew, Transportation Director, Transportation Secretary, & Maintenance Director
240 workdays = Maintenance, Tranportation Mechanics, and Grounds Assistant Director

Independence Day, Labor Day, Thanksgiving, Christmas, Martin Luther King, President's Day, Memorial Day, and New Year's Holidays

Fall, Thanksgiving and Christmas Break:
M = workdays for maintenance, Maintenance Assistant Director, mechanics, & Grounds Assistant Director

Fifteen minutes added to each 240 day employee's work day is equivalent of seven working days = 233 working days

Fifteen minutes added to each 247 day employee's work day is equivalent of seven working days = 240 working days

Employee by Days	Start Date	Position(s)	End Date
180	8/2/2018	Paraprofessionals, Nutrition Assistants(4 add'l in-service days assigned by management)	5/24/2019
190	7/25/2018	Teachers, Nurse Coordinator, Nurses, Elementary Counselors, Community Outreach Workers	5/29/2019
194	7/23/2018	School Nutrition Managers	5/31/2019
195	7/23/2018	Media Specialist	6/3/2019
196	7/20/2018	Technology Coaches, Instructional Coaches,	6/3/2019
200	7/18/2018	Middle & High School Counselors, Secretaries, Social Workers, Psychologists, SpEd Data Manager, Social Worker Coordinator,	6/5/2019
205	7/18/2018	Other employees	6/12/2019
210	7/11/2018	Elementary & Middle Assistant Principals ,Tech Repair, WCHS Principal Secretary	6/12/2019
220	7/10/2018	WCHS Assistant Principals and Custodians (11 month)	6/25/2019
230	7/1/2018	Elementary Principals, Athletic Director, Head Football Coach	6/31/2019