

GSCS Work Calendar 2021-2022

Job Title	# Work Days	Employee Holidays (or scheduled off days)	Flexible Work Hours	First Day of Work	Last Day of Work
Interpreter (HI)	175	Labor Day 9/6/21 Fall Break 10/8/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/4/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	8/4/21	5/24/22
Nursing Paraprofessionals	178	OFF: 7/29/21-8/2/21 Labor Day 9/6/21 Fall Break 10/8/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/4/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	7/28/21	5/25/22
Bus Monitors	179	OFF: 7/29/21-8/2/21 Labor Day 9/6/21 Fall Break 10/8/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/3/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	7/28/21	5/24/22
Bus Drivers	180	OFF: 7/29/21-7/30/21 Labor Day 9/6/21 Fall Break 10/8/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/3/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	Training TBA 2nd Day: 7/28/21	5/24/22
Nutrition Assistants	180	OFF: 7/29/21-7/30/21 Labor Day 9/6/21 Fall Break 10/8/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/3/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	7/28/21	5/25/22
Assistant Nutrition Managers	182	Labor Day 9/6/21 Fall Break 10/8/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/3/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	7/28/21	5/25/22
Paraprofessionals (not PreK)	184	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	7/28/21	5/25/22

Job Title	# Work Days	Employee Holidays (or scheduled off days)	Flexible Work Hours	First Day of Work Schedule	Last Day of Work Schedule
Nutrition Managers Nutrition Warehouse Manager School Nurse	185	Labor Day 9/6/21 Fall Break 10/8/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/3/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	7/27/21	5/27/22
Transportation Shop Assistant	187	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	N/A	7/27/21	5/27/22
Behavior Specialists, Clerks Climate Specialists, Communication Aide, Dispatcher, Media Specialists, PreK Paraprofessionals, Mental Health Clinicians, Psychologist School Social Workers Speech & Language Pathologists Teachers	190	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22	<u>10 hr days from</u> 9/7/21-9/10/21 1/18/22-1/21/22	7/26/21	5/27/22
Elementary Counselors	192	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 9/7/21-9/10/21 1/18/22-1/21/22	7/23/21	5/31/22
Middle School Counselors	193	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 9/7/21-9/10/21 1/18/22-1/21/22	7/23/21	6/1/22
High School Counselors Selected Clerks Selected School Secretaries	200	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 9/7/21-9/10/21 1/18/22-1/21/22 5/31/22-6/3/22	7/19/21	6/3/22

Job Title	# Work Days	Employee Holidays (or scheduled off days)	Flexible Work Hours	First Day	Last Day
Nursing Supervisor Selected Clerks	205	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/25/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 7/12/21-7/16/21 9/7/21-9/10/21 1/18/22-1/21/22 <u>8 hours days from</u> 5/31/22-6/7/22	7/12/21	6/7/22
Elem & MG APs, Elementary School Secretaries Instructional Technology Coaches Mainstay Assistant Director Selected School Clerks	210	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/23/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 7/12/21-7/16/21 9/7/21-9/10/21 1/18/22-1/21/22 5/31/22-6/3/22 <u>8 hours days from</u> 6/6/22-6/8/22	7/12/21	6/8/22
Central Registrars District Athletic Director	210	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/23/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 7/5/21-7/16/21 9/7/21-9/10/21 1/18/22-1/21/22 5/31/22-6/3/22	7/5/21	6/3/22
Central Office Coordinators HS APs (not API),	215	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/23/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 7/12/21-7/16/21 9/7/21-9/10/21 1/18/22-1/21/22 5/31/22-6/10/22 8 hours days 6/13/22- 6/14/22	7/12/21	6/14/22
High School APs PC Technicians Selected HS Secretaries	220	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/23/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 7/12/21-7/16/21 9/7/21-9/10/21 1/18/22-1/21/22 5/31/22-6/16/22 8 hours days 6/20/22 - 6/22/22	7/12/21	6/22/22
Bookkeepers Central Office Administrators Custodians, Dispatcher, Family & Community Engagement Specialist Mechanic Helper, Principals Selected Secretaries	230	Labor Day 9/6/21 Fall Break 10/11/21-10/15/21 Thanksgiving Break 11/22/21-11/26/21 Winter Holidays 12/20/21-1/2/22 MLK Observance 1/17/22 Mid-Winter Break 2/21/22-2/23/22 Spring Break 4/11/22-4/15/22 Memorial Day 5/30/22	<u>10 hr days from</u> 7/5/21-7/16/21 9/7/21-9/10/21 1/18/22-1/21/22 5/31/22-6/23/22 8 hour days 6/27-6/29	7/5/21	6/29/22

Make up work (if required)

If student make up days are required, then the order the days worked by employees are: 2/25, 2/24, 2/23, 2/22/22, & 2/21/22

Requests to Modify Work Schedule (Traded Days) - Only for staff working more than 192 days

- Changes must be approved in advance
- All holidays (with the exception of Labor Day, Winter Holidays, MLK Day, & Memorial Day) are trading options
- No changes made on student days if employed at the school level; no trades for weekend work dates
- Trades are a whole day for a whole day
- No trading across fiscal years
- Requests must be entered in Absence Management (AESOP) in advance; leave is entered for the scheduled work day; employee must sign in Time and Attendance (VeriTime) on day worked
- 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

Administrative Symposium Dates:

7/14/21 - 7/15/21

New Teacher Orientation:

July 21 - 23, 2021

School In Session:

August 4, 2021 -
May 24, 2022

Education Celebration:

7/28/21

Open House:

7/29/2021