

Upcoming Work Schedule

November 9th – November 24th – Reporting schedule for all staff will remain “as-is” with the exception of “**Flexible Fridays**” on Friday, November 13th and Friday, November 20th. On these two “Flexible Fridays,” eligible staff have **the option to work remotely** from home, but remain responsible for meeting the expectations of their position(s) – following the current instructional schedule, if applicable.

November 25th – November 29th – Scheduled Thanksgiving Break

November 30th – December 18th – Mondays and Tuesdays – All eligible staff have **the option to work remotely** from home, but remain responsible for meeting the expectations of their position(s) – following the current instructional schedule, if applicable.; **Wednesdays through Fridays** – Staff are **expected to be on-site** for their scheduled work day unless specifically otherwise approved by the District.

December 19th – January 3rd – Scheduled Winter/Christmas Break

January 4th – 8th – Monday and Tuesday (January 4th & 5th) – All eligible staff have **the option to work remotely** from home, but remain responsible for meeting the expectations of their position(s) – following the current instructional schedule, if applicable.; **Wednesday through Friday (January 6th – 8th)** – Staff

are expected to be **on-site** for their scheduled work day unless specifically otherwise approved by the District.

January 11th – Current expectation will be for all staff to return to working **on-site** on all scheduled work days **Monday through Friday**.