



CUSTODIAN & MAINTENANCE CALENDER 2020-2021

Number of Paid Workdays

260 total paid days (includes paid holidays)

Beginning and Ending Dates

September 1, 2020

August 31, 2021

Paid Holidays

DATES	HOLIDAYS	NUMBER OF PAID HOLIDAYS
September 7, 2020	Labor Day	1
*November 26, 2020	Thanksgiving	1
December 24, 2020-January 1, 2021	Winter Break	7
January 18, 2021	Martin Luther King	1
April 2, 2021	(Good Friday) Easter	1
May 31, 2021	Memorial Day	1
Total Paid Holidays		12

***NOTE:** There is one extra rest day in the calendar for the 260-day employees this year. Please note that Friday, November 27, 2020 will be taken off as a non-work day.

SPECIAL NOTICES

The two checks received in August 2020 are from the 2019-2020 school year.

Absences keyed for the September 15th paycheck are absences from the last two weeks in August.

New year state and local days are effective September 1, 2020.

New year salary adjustments are paid on the September 15th paycheck.

Each employee is responsible for scanning in and out of Kronos timekeeping. All regular and overtime hours are calculated based upon employee's scan in and out times.