



## TRANSPORTATION CALENDAR 2020-2021

### Number of Paid Workdays

180 total paid days

### Beginning and Ending Dates

August 7, 2020

May 26, 2021

### OFF DAYS – NO PAY

DATE	HOLIDAY (OFF-DAY)
September 7, 2020	Labor Day
October 2, 2020	Professional Development
November 20 - 27, 2020	Thanksgiving
December 18, 2020 – January 1, 2021	Winter Break
January 4, 2021	Teacher Workday/Student Holiday
January 18, 2021	Martin Luther King Holiday
February 8, 2021	Professional Development/Student Holiday
February 15, 2021	TET/Comp Day/Student Holiday
March 15 – March 19, 2021	Spring Break
April 2, 2021	(Good Friday) Easter Holiday

### SPECIAL NOTICES

Days worked prior to August 16, 2020 will be paid as additional hours on August 31<sup>st</sup> paycheck.

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

**ALL ADDITIONAL HOURS WORKED MUST BE SCANNED THROUGH THE KRONOS TIME KEEPING SYSTEM. THIS IS THE ONLY WAY THESE HOURS WILL BE PAID.**

**New state and local sick leave days for the 2020-2021 school year will be effective September 1, 2020.**

**New available sick days for the 2020-2021 school year will be added to your September 15<sup>th</sup> paycheck. All absences in August will be posted against the September 15<sup>th</sup> paycheck.**

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

**ALL OVERTIME SHOULD BE INPUT BY THE SECOND DAY AFTER THE PAY PERIOD ENDS.**