



FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
1965 Birkmont Drive, Rancho Cordova CA 95742

TO: All Classified Employees Working Less than 12 Months
FROM: Donald Ogden, Associate Superintendent, Human Resources
SUBJECT: Classified Work Assignments for the 2023-2024 School Year

2023-2024 SCHOOL YEAR WORK ASSIGNMENT SCHEDULE*
 First Student Day: August 8, 2023 Last Student Day: May 23, 2024

| Work Assignment | Work Days | Holidays | Start Date | End Date |
|-----------------------|-----------|----------|-----------------------|----------------------|
| 11.00 month P T / O T | 210 | 13 | Tuesday, 08/1/2023 | Friday, 06/28/2024 |
| 11.00 month employee | 211 | 12 | Tuesday, 07/18/2023 | Friday, 06/14/2024 |
| 10.75 month employee | 206 | 12 | Tuesday, 07/18/2023 | Friday, 06/07/2024 |
| 10.50 month employee | 201 | 12 | Tuesday, 07/25/2023 | Friday, 06/07/2024 |
| 10.25 month employee | 196 | 12 | Tuesday, 08/01/2023 | Friday, 06/07/2024 |
| 10.00 month employee | 191 | 12 | Tuesday, 08/01/2023 | Friday, 05/31/2024 |
| 9.75 month employee | 186 | 12 | Wednesday, 08/02/2023 | Friday, 05/24/2024 |
| 9.50 month employee | 181 | 12 | Tuesday, 08/08/2023 | Thursday, 05/23/2024 |
| 9.00 month employee | 171 | 12 | Wednesday, 08/16/2023 | Friday, 05/17/2024 |

* Schedule may vary at individual sites.

ALL work calendars receive the following:

- **Recess Breaks:** November 20 through 24, December 18 through January 1, and March 25 through 29.
- **Annual Leave** days will be paid per Article 12.6.2 of the CSEA contract:
“Employees who work less than twelve (12) months per year will take their vacations during the winter and spring breaks and immediately following the end of the school year.”
- **Float Day** as defined by CSEA contract Section 10.10.1.12 as a “non-work day”. It must equal the number of hours in your regular work day and be taken on a designated non-student day or broken down into smaller increments and taken on early release days **with approval** of the site administrator/supervisor. Must be entered in Absence Management as Absence Reason 77 Early Release/float holiday.

NOTE: Work assignments for employees working in specially funded programs may vary in accordance with the needs of the program.