Tigard-Tualatin School District

NOTIFICATION OF TERM RECESS

You have been hired for 10-month employment, or to provide temporary or substitute help for absent permanent employees, for the Tigard-Tualatin School District as deemed necessary by the District.

Employment with the Tigard-Tualatin School District calls for several established and customary recess periods during the academic year. Following each of these periods, as established by the **2025-2026** school calendar, you are expected to perform services in the same capacity for the Tigard-Tualatin School District as you did prior to such recess periods.

If you have been hired to substitute for absent permanent employees, there is no expectation on the District's part that you will be provided with work on a daily or full-time basis. Substitutes will have single days or weeks when there is no assignment of work due to a lack of need on the part of the District.

Student's First Day (grade 1-6,9)	September 2, 2025
Student's First Day (grade 7-8, 10-12)	September 3, 2025
Winter Break	December 22, 2025 through January 2, 2026
Spring Break	March 23-27, 2026
Student's Last Day	June 11, 2026 (if no emergency closure days)

THIS IS NOT INTENDED TO CREATE AN AGREEMENT OF EMPLOYMENT OR TO ALTER AN EXISTING AGREEMENT OF EMPLOYMENT, IF ANY.

Lenichtka Reed

Len Reed
Director of Human Resources

ACKNOWLEDGEMENT

I acknowledge receipt of notice by the Tigard-Tualatin School District of the intent to observe its established and customary recess period in the **2025-2026** school year. I understand I am expected to continue to perform services as I did prior to such periods (or individual periods throughout the school year of non-assignments) in the same or similar capacity.

I understand that this is not a contract of employment, and affirm that no other representations, expressed or implied, have been made to me.