

# PERSONNEL

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

**TO:** Governing Board

**BOARD MEETING DATE:** April 12, 2018

**VIA:** Edward Velasquez  
Interim Superintendent

**FROM:** Human Resources  
Daniel Zummo, Executive Director

**INITIAL:** DZ  
 Informational  
 Action

**AGENDA ITEM:** 2018-2019 CLASSIFIED (10-MONTH – 209 DAY) WORK CALENDAR

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**BACKGROUND INFORMATION:**

In order to establish the school year and to make necessary instructional plans, District staff members recommend the adoption of the attached Classified (10-Month – 209 Day) Work Calendar for the 2018-2019 school year. This Classified (10-Month – 209 Day) Work Calendar is the result of negotiations between the District and the California School Employees Association (CSEA).

**RECOMMENDATION:**

Approve the 2018-2019 Classified (10-Month – 209 Day) Work Calendar.

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**LCAP GOAL AND ACTION/SERVICE (please indicate):**

**Goal #1: Student Achievement**

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes     No

Yes     No

(Amount)

(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Edward Velasquez, Interim Superintendent  
Secretary to the Board

2018-2019

SAN YSIDRO SCHOOL DISTRICT  
Classified Employee Calendar

209 Work Year

Board Approved

10 Months

Additional Vacation Days with Approval				
1-5 yrs	6-10 yrs	11-15 yrs	16+ yrs	
1	3	4	6	

Work Days	182
Holidays	17
Mandatory Vacation Days	10
Non-Work Days	51

M	T	W	TH	F	Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
July, 2018										
2	3	4	5	6						
9	10	11	12	13						7/4 - Independence Day - Legal Holiday
16	17	18	19	20						
23	24	25	26	27						
30	31				0	0	1	0	21	
August, 2018										
1	2	3								
6	7	8	9	10						
13	14	15	16	17						
20	21	22	23	24						
27	28	29	30	31	20	21	0	0	2	
September, 2018										
3	4	5	6	7						
10	11	12	13	14						
17	18	19	20	21						9/3 - Labor Day - Legal Holiday
24	25	26	27	28						
19					19	19	1	0	0	
October, 2018										
1	2	3	4	5						
8	9	10	11	12						10/1 - 10/5 Fall Break
15	16	17	18	19						
22	23	24	25	26						
29	30	31			18	18	0	0	5	
November, 2018										
1	2									
5	6	7	8	9						
12	13	14	15	16						11/9 - In lieu of Veteran's Day - Legal Holiday
19	20	21	22	23						11/21 - Adm. Day - Legal Holiday
26	27	28	29	30	16	16	4	2	0	11/22 - Thanksgiving - Legal Holiday 11/23 - Thanksgiving - Local Holiday
December, 2018										
3	4	5	6	7						
10	11	12	13	14						12/24 - 1/14 Winter Break
17	18	19	20	21						12/24 - Christmas Eve - Legal Holiday
24	25	26	27	28						12/25 - Christmas Day - Legal Holiday 12/28 - CSEA Floating Holiday
31					15	15	4	2	0	12/31 - New Year's Eve - Legal Holiday
January, 2019										
1	2	3	4							
7	8	9	10	11						
14	15	16	17	18						1/1 - New Year's Day - Legal Holiday
21	22	23	24	25						1/21 - Martin Luther King Jr. - Legal Holiday
28	29	30	31		12	12	2	1	8	
February, 2019										
1	2	3								
4	5	6	7	8						
11	12	13	14	15						2/15 - In lieu of A. Lincoln - Legal Holiday
18	19	20	21	22						2/18 - G. Washington - Legal Holiday
25	26	27	28		18	18	2	0	0	
March, 2019										
1	2	3								
4	5	6	7	8						
11	12	13	14	15						
18	19	20	21	22						
25	26	27	28	29	16	16	2	0	3	3/25 - 4/8 Spring Break 3/28 - Local Holiday 3/29 - In lieu of Cesar Chavez - Local Holiday
April, 2019										
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26						
29	30				16	16	0	5	1	
May, 2019										
1	2	3								
6	7	8	9	10						
13	14	15	16	17						
20	21	22	23	24						
27	28	29	30	31	22	22	1	0	0	5/27 - Memorial Day - Legal Holiday
June, 2019										
3	4	5	6	7						
10	11	12	13	14						
17	18	19	20	21						
24	25	26	27	28	8	9	0	0	11	

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

**TO:** Governing Board

**BOARD MEETING DATE:** April 12, 2018

**VIA:** Edward Velasquez  
Interim Superintendent

**FROM:** Human Resources  
Daniel Zummo, Executive Director

**INITIAL:** DZ  
 Informational  
 Action

**AGENDA ITEM:** 2018-2019 CLASSIFIED (10-MONTH – 213 DAY) WORK CALENDAR

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**BACKGROUND INFORMATION:**

In order to establish the school year and to make necessary instructional plans, District staff members recommend the adoption of the attached Classified (10-Month – 213 Day) Work Calendar for the 2018-2019 school year. This Classified (10-Month – 213 Day) Work Calendar is the result of negotiations between the District and the California School Employees Association (CSEA).

**RECOMMENDATION:**

Approve the 2018-2019 Classified (10-Month – 213 Day) Work Calendar.

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**LCAP GOAL AND ACTION/SERVICE (please indicate):**

**Goal #1: Student Achievement**

<input type="checkbox"/> Renewal	<input checked="" type="checkbox"/> New	<input type="checkbox"/> Amendment	<input type="checkbox"/> Ratify	<input type="checkbox"/> Other	<b>Business Services Reviewed:</b> _____
Financial Implications?		Are funds for this item available in the 2017-2018 Budget?			Requisition #
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
N/A (Amount)	-- (Name of funding source and/or location)			-- (Funding account number)	

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Recommended for:  Approval  Denial    Certification Requested  Yes  No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Edward Velasquez, Interim Superintendent  
Secretary to the Board

2018-2019

SAN YSIDRO SCHOOL DISTRICT  
Classified Employee Calendar

213 Work Year

Board Approved

10 Months

Additional  
Vacation Days  
with Approval

1-5 yrs	6-10 yrs	11-15 yrs	16+ yrs
1	3	4	6

Work Days	186
Holidays	17
Mandatory Vacation Days	10
Non-Work Days	47

M	T	W	TH	F	Student Days	Work Days	Holidays	Vacation Days	Non-Work Days	Holidays
July, 2018										
2	3	4	5	6						
9	10	11	12	13						
16	17	18	19	20						
23	24	25	26	27						
30	31				0	0	1	0	21	7/4 - Independence Day - Legal Holiday
August, 2018										
1	2	3								
6	7	8	9	10						
13	14	15	16	17						
20	21	22	23	24						
27	28	29	30	31	20	23	0	0	0	
September, 2018										
3	4	5	6	7						
10	11	12	13	14						
17	18	19	20	21						
24	25	26	27	28						
1	2	3	4	5	19	19	1	0	0	9/3 - Labor Day - Legal Holiday
October, 2018										
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26						
29	30	31			18	18	0	0	5	10/1 - 10/5 Fall Break
November, 2018										
1	2									
5	6	7	8	9						
12	13	14	15	16						
19	20	21	22	23						
26	27	28	29	30	16	16	4	2	0	11/9 - In lieu of Veteran's Day - Legal Holiday 11/21 - Adm. Day - Legal Holiday 11/22 - Thanksgiving - Legal Holiday 11/23 - Thanksgiving - Local Holiday
December, 2018										
3	4	5	6	7						
10	11	12	13	14						
17	18	19	20	21						
24	25	26	27	28	15	15	4	2	0	12/24 - 1/11 Winter Break 12/24 - Christmas Eve - Legal Holiday 12/25 - Christmas Day - Legal Holiday 12/28 - CSEA Floating Holiday
31										12/31 - New Year's Eve - Legal Holiday

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**BOARD MEETING DATE:** April 12, 2018

**VIA:** Edward Velasquez  
Interim Superintendent

**FROM:** Human Resources  
Daniel Zummo, Executive Director

**INITIAL:** DZ  
 Informational  
 Action

**AGENDA ITEM:** 2018-2019 CLASSIFIED 11-MONTH WORK CALENDAR

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**BACKGROUND INFORMATION:**

In order to establish the school year and to make necessary instructional plans, District staff members recommend the adoption of the attached Classified 11-Month Work Calendar for the 2018-2019 school year. This Classified 11-Month Work Calendar is the result of negotiations between the District and the California School Employees Association (CSEA).

**RECOMMENDATION:**

Approve the 2018-2019 Classified 11-Month Work Calendar.

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**LCAP GOAL AND ACTION/SERVICE (please indicate):**

**Goal #1: Student Achievement**

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes     No

Yes     No

(Amount)

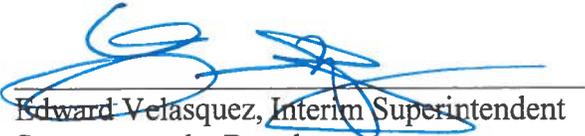
(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Edward Velasquez, Interim Superintendent  
Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT  
Classified Employee Calendar

239 Work Year

Board Approved

11 Months

Additional  
Vacation Days  
with Approval

1-5 yrs	6-10 yrs	11-15 yrs	16+ yrs
11.5	14	15	17

Work Days	222
Holidays	17
Mandatory Vacation Days	0
Non-Work Days	21

M	T	W	TH	F	Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
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July, 2018					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
2	3	4	5	6						
9	10	11	12	13			7/4 - Independence Day - Legal Holiday			
16	17	18	19	20						
23	24	25	26	27	0	12		0	9	
30	31									

August, 2018					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3								
6	7	8	9	10						
13	14	15	16	17						
20	21	22	23	24	20	23		0	0	
27	28	29	30	31						

September, 2018					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
3	4	5	6	7						
10	11	12	13	14			9/3 - Labor Day - Legal Holiday			
17	18	19	20	21						
24	25	26	27	28	19	19		1	0	

October, 2018					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26	18	23		0	0	

November, 2018					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2									
5	6	7	8	9			11/9 - In lieu of Veteran's Day - Legal Holiday			
12	13	14	15	16			11/21 - Adm. Day - Legal Holiday			
19	20	21	22	23	16	16	11/22 - Thanksgiving - Legal Holiday	0	2	
26	27	28	29	30			11/23 - Thanksgiving - Local Holiday			

December, 2018					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
3	4	5	6	7			12/24 - 1/4 Winter Break			
10	11	12	13	14			12/24 - Christmas Eve - Legal Holiday			
17	18	19	20	21			12/25 - Christmas Day - Legal Holiday			
24	25	26	27	28	15	15	12/28 - CSEA Floating Holiday	0	2	
31							12/31 - New Year's Eve - Legal Holiday			

M	T	W	TH	F	Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
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January, 2019					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3	4							
7	8	9	10	11						1/1 - New Year's Day - Legal Holiday
14	15	16	17	18						1/21 - Martin Luther King Jr. - Legal Holiday
21	22	23	24	25	12	18	2	0	3	
28	29	30	31							

February, 2019					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						2/15 - In lieu of A. Lincoln - Legal Holiday
22	23	24	25	26	18	18	2	0	0	2/18 - G. Washington - Legal Holiday

March, 2019					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						3/25 - 3/29 Spring Break
22	23	24	25	26	16	16	2	0	3	3/28 - Local Holiday
29	30	31								3/29 - In lieu of Cesar Chavez - Local Holiday

April, 2019					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26	16	22	0	0	0	

May, 2019					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26	16	22	1	0	0	5/27 - Memorial Day - Legal Holiday

June, 2019					Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26	22	22	0	0	2	

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

**TO:** Governing Board

**BOARD MEETING DATE:** April 12, 2018

**VIA:** Edward Velasquez  
Interim Superintendent

**FROM:**  
Human Resources  
Daniel Zummo, Executive Director

**INITIAL:** DZ  
 Informational  
 Action

**AGENDA ITEM:** 2018-2019 CLASSIFIED 12-MONTH WORK CALENDAR

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**BACKGROUND INFORMATION:**

In order to establish the school year and to make necessary instructional plans, District staff members recommend the adoption of the attached Classified 12-Month Work Calendar for the 2018-2019 school year. This Classified 12-Month Work Calendar is the result of negotiations between the District and the California School Employees Association (CSEA).

**RECOMMENDATION:**

Approve the 2018-2019 Classified 12-Month Work Calendar.

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**LCAP GOAL AND ACTION/SERVICE (please indicate):**

**Goal #1: Student Achievement**

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes     No

Yes     No

(Amount)

(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Edward Velasquez, Interim Superintendent  
Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT  
Classified Employee Calendar

260 Work Year

Board Approved

12 Months

Additional  
Vacation Days  
with Approval

1-5 yrs	6-10 yrs	11-15 yrs	16+ yrs
12	15	16	18

Work Days	243
Holidays	17
Mandatory Vacation Days	0
Non-Work Days	0

M	T	W	TH	F	Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
July, 2018										
2	3	4	5	6						
9	10	11	12	13						
16	17	18	19	20			7/4 - Independence Day - Legal Holiday			
23	24	25	26	27						
30	31				0	21	1	0	0	
August, 2018										
1	2	3								
6	7	8	9	10						
13	14	15	16	17						
20	21	22	23	24						
27	28	29	30	31	20	23	0	0	0	
September, 2018										
3	4	5	6	7						
10	11	12	13	14						
17	18	19	20	21			9/3 - Labor Day - Legal Holiday			
24	25	26	27	28						
October, 2018										
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26						
29	30	31			18	23	0	0	0	10/1 - 10/5 Student Fall Break
November, 2018										
1	2									
5	6	7	8	9						
12	13	14	15	16						
19	20	21	22	23						
26	27	28	29	30	16	18	4	0	0	11/19 - In lieu of Veteran's Day - Legal Holiday 11/21 - Adm. Day - Legal Holiday 11/22 - Thanksgiving - Legal Holiday 11/23 - Thanksgiving - Local Holiday
December, 2018										
3	4	5	6	7						
10	11	12	13	14						
17	18	19	20	21						
24	25	26	27	28						
31					15	17	4	0	0	12/24 - 1/14 Student Winter Break 12/24 - Christmas Eve - Legal Holiday 12/25 - Christmas Day - Legal Holiday 12/28 - CSEA Floating Holiday 12/31 - New Year's Eve - Legal Holiday

M	T	W	TH	F	Student Days	Work Days	Holidays	Vacation Days	Non-Wrk Days	Holidays
January, 2019										
1	2	3	4							
7	8	9	10	11						
14	15	16	17	18						
21	22	23	24	25						1/1 - New Year's Day - Legal Holiday
28	29	30	31		12	21	2	0	0	1/21 - Martin Luther King Jr. - Legal Holiday
February, 2019										
4	5	6	7	8						
11	12	13	14	15						
18	19	20	21	22						2/15 - In lieu of A. Lincoln - Legal Holiday 2/18 - G. Washington - Legal Holiday
25	26	27	28		18	18	2	0	0	
March, 2019										
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26						
29	30				16	19	2	0	0	3/25 - 4/8 Student Spring Break 3/28 - Local Holiday 3/29 - In lieu of Cesar Chavez - Local Holiday
April, 2019										
1	2	3	4	5						
8	9	10	11	12						
15	16	17	18	19						
22	23	24	25	26						
29	30				16	22	0	0	0	
May, 2019										
1	2	3								
6	7	8	9	10						
13	14	15	16	17						
20	21	22	23	24						
27	28	29	30	31	22	22	1	0	0	5/27 - Memorial Day - Legal Holiday
June, 2019										
3	4	5	6	7						
10	11	12	13	14						
17	18	19	20	21						
24	25	26	27	28	8	20	0	0	0	