



South San Antonio ISD Summer Work Schedule

To: SSAISD Employees ("end date" of June 5th or later)

From: Rita Uresti, Executive Director of Human Resources

Date: April 3, 2026

Re: Summer Work Schedule (Four Day Work Week)

In an effort to continue our cost saving measures, South San ISD will implement a district-wide summer work schedule beginning Monday, June 1, 2026, and will end Friday, July 17, 2026.

This summer work schedule will only apply if your "end date" is June 5th or later. Please use the Work Schedule Calendars on the district website to see employee start and end dates.

Our summer schedule will consist of a 4-day work week, M-Th, with onsite employment hours from 7:00 am - 5:30 pm or 7:30 am – 6:00 pm.

It's important to note that all employees who are on the 4-day work week, will receive a 30-minute duty-free lunch. Summer dress attire will be business casual.

The chart below can be used to assist you in determining your summer work schedule.

25-26 End Date	Summer Work Schedule
June 3 (190, 193 calendars)	8-hour days June 1-3 (end date)
June 4 (202 calendar)	8-hour days June 1-4 (end date)
June 5 (198 calendar)	10-hour days June 1-4; off June 5
June 10 (210 calendar)	10-hour days June 1-4; off June 5 8-hour days June 8-10 (end date)
June 17 (215 calendar)	10-hour days June 1-4; off June 5 10-hour days June 8-11; off June 12 8-hour days June 15-17 (end date)
June 30 (226, 235 calendars)	10-hour days June 1-4; off June 5 10-hour days June 8-11; off June 12 10-hour days June 15-18; off June 19 10-hour days June 22-25; off June 26 10-hour days June 29-July 2; off July 3

26-27 Start Date	Summer Work Schedule
July 1 (210, 215, 226 and 235 calendars)	10-hour days June 29-July 2; off July 3 July 6-10 (District Offices Closed) 10-hour days July 13-16; off July 17
July 13 (202 calendar)	10-hour days July 13-16; off July 17

All staff will resume a regular 8-hour workday beginning July 20, 2026.