



Meeting Date: January 23, 2025

Submitted By: Cecilia Davis
Title: Deputy Superintendent

Agenda Item: Consider and take action regarding approving Summer Work Hours for 2025

CONSENT ITEM

RECOMMENDATION:


It is recommended that the Board of Trustees approve the summer work hours for 2025 as presented.

IMPACT/RATIONALE:

The district is proposing to have all employees work 4 ten-hour days this summer, with a few exceptions based on program need or construction activities. The proposed summer work schedule would start on June 2 and end on August 1, with Thursday, June 19 and July 3 designated as a paid holiday in observance of July 4th for all employees. Due to our summer work schedule, June 19 and July 3 will count as a 10-hour day. The work week times will be Monday –Thursday from 7:00 a.m. to 5:30 p.m., with a 30-minute lunch.

With the addition of June 19, 2025 as a paid holiday, monthly employees will receive an additional non-duty day to their 2024-2025 contract and biweekly employees will receive 10 hours paid holiday. In an effort to promote wellness and increase morale, employees working the 10-hour day will be allowed to take 1 hour a day to participate in some form of physical wellness activity.

June 2025							July 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

 Paid Holiday

 Workday

BOARD ACTION REQUESTED:
Approval/Disapproval