

Date: May 15, 2017
To: Board of Education
From: Dr. Sonya Whitaker, Superintendent of Schools
RE: **ENERGY SAVING SUMMER SCHEDULE**

Please advised that the **2016 – 2017 Summer Schedule** for Harvey School Public Schools District 152 Administration, Clerical and Secretarial Staff will be as follows:

SUMMER SCHEDULE

**OFFICE CLOSED ON FRIDAYS
July 1, 2017 – July 28, 2017**

**MONDAY – THURSDAY
7:15 A.M. – 4:30 P.M. = 9- $\frac{1}{4}$ HOURS – $\frac{1}{2}$ HOUR LUNCH = 8- $\frac{3}{4}$
HOURS DAILY**

**OR
8:00 A.M. – 5:15 P.M.
TOTAL OF 35 HOURS PER WEEK**

**SUMMER SCHEDULE BEGINS MONDAY, JUNE 26, 2017
OFFICE CLOSED JULY 1, 7, 14, 21, 28**

REGULAR SCHEDULE RESUMES MONDAY, JULY 31, 2017