

Office Of The Superintendent
Eric J. Kellogg
Harvey School District 152

Date: April 8, 2013
To: Board of Education
From: Eric J Kellogg, *Superintendent*
Subject Energy Saving Summer Schedule

Please be advised that the *2012 - 2013 Summer Schedule* for Harvey Public Schools District 152 Administration, Clerical, and Secretarial Staff will be as follows:

SUMMER SCHEDULE

**JULY 1, 2013 – AUGUST 5, 2013
OFFICE CLOSED ON FRIDAYS**

**MONDAY – THURSDAY
7:15 A.M. – 4:30 P.M. = 9-¹/₄ HOURS – ¹/₂ HOUR LUNCH = 8-³/₄
HOURS DAILY
OR
8:00 A.M. – 5:15 P.M.
TOTAL OF 35 HOURS PER WEEK**

**SUMMER SCHEDULE BEGINS MONDAY, JULY 1, 2013
OFFICE CLOSED JULY 4, 5, 12, 19, 26, AND AUGUST 2, 2013
*REGULAR SCHEDULE RESUMES MONDAY, AUGUST 5, 2013***