## JEFFERSON UNION HIGH SCHOOL DISTRICT 2024-2025 STAFF CALENDAR

|                                       | July 2                    | 024                            |                      |                |                 |                |                |       |          |          |     |           | Janu            | ary 20        | 25                                  |
|---------------------------------------|---------------------------|--------------------------------|----------------------|----------------|-----------------|----------------|----------------|-------|----------|----------|-----|-----------|-----------------|---------------|-------------------------------------|
|                                       |                           |                                | THE                  | WED            | TILLID          | FDI            | CAT            | CLIN  | MON      | THE      | WED | THUR      |                 |               |                                     |
| July 4 - Independence Day             | SUN                       | MON                            | TUE                  | WED            | THUR            | FRI            | SAT            | SUN   | MON      | TUE      | WED |           | FRI             | SAT           | Dec. 23 - Jan. 3 - Winter Recess    |
|                                       |                           | 1                              | 2                    | 3              | 4               | 5              | 6              |       |          |          | 1   | 2         | 3               | 4             | Classified Employees Work 1/2-1/3   |
|                                       | 7                         | 8                              | 9                    | 10             | 11              | 12             | 13             | 5     | 6        | 7        | 8   | 9         | 10              | 11            | Jan. 20 - MLK Jr. Day               |
|                                       | 14                        | 15                             | 16                   | 17             | 18              | 19             | 20             | 12    | 13       | 14       | 15  | 16        | 17              | 18            | Jan. 29 - Lunar New Year            |
|                                       | 21                        | 22                             | 23                   | 24             | 25              | 26             | 27             | 19    | 20       | 21       | 22  | 23        | 24              | 25            |                                     |
|                                       | 28                        | 29                             | 30                   | 31             |                 |                |                | 26    | 27       | 28       | 29  | 30        | 31              |               |                                     |
|                                       | August                    | 2024                           |                      |                |                 |                |                |       |          |          |     |           | Febru           | ary 20        | 125                                 |
|                                       | SUN                       |                                | TUE                  | WED            | THUR            | FRI            | SAT            | SUN   | MON      | TUE      | WED | THUR      | FRI             | SAT           | Feb. 17-21 - President's Week       |
| Aug. 5-6 - Staff Development Day      | 3014                      | IVIOIN                         | IUE                  | WED            | 1               | 2              | 3              | JON   | IVIOIN   | IUE      | WED | IHUK      | FKI             | 3A1<br>1      |                                     |
| Aug. 7 - First Day of School          | ١.                        | -                              | _                    | -              | 8               |                |                |       |          |          | -   | _         | 7               | 8             | Classified Employees Work 2/18-2/21 |
|                                       | 4                         | 5                              | 6                    | 7              |                 | 9              | 10             | 2     | 3        | 4        | 5   | 6         |                 |               |                                     |
|                                       | 11                        | 12                             | 13                   | 14             | 15              | 16             | 17             | 9     | 10       | 11       | 12  | 13        | 14              | 15            |                                     |
|                                       | 18                        | 19                             | 20                   | 21             | 22              | 23             | 24             | 16    | 17       | 18       | 19  | 20        | 21              | 22            |                                     |
|                                       | 25                        | 26                             | 27                   | 28             | 29              | 30             | 31             | 23    | 24       | 25       | 26  | 27        | 28              |               |                                     |
| Se                                    | ptemb                     | er 2024                        |                      |                |                 |                |                |       |          |          |     |           | Mar             | ch 202        | .5                                  |
| Sept. 2 - Labor Day                   | SUN                       | MON                            | TUE                  | WED            | THUR            | FRI            | SAT            | SUN   | MON      | TUE      | WED | THUR      | FRI             | SAT           | March 12 - Staff Development Day    |
| Sept. 11 - Staff Development Day      | 1                         | 2                              | 3                    | 4              | 5               | 6              | 7              |       |          |          |     |           |                 | 1             |                                     |
|                                       | 8                         | 9                              | 10                   | 11             | 12              | 13             | 14             | 2     | 3        | 4        | 5   | 6         | 7               | 8             |                                     |
|                                       | 15                        | 16                             | 17                   | 18             | 19              | 20             | 21             | 9     | 10       | 11       | 12  | 13        | 14              | 15            |                                     |
|                                       | 22                        | 23                             | 24                   | 25             | 26              | 27             | 28             | 16    | 17       | 18       | 19  | 20        | 21              | 22            |                                     |
|                                       | 29                        | 30                             |                      |                |                 |                |                | 23    | 24       | 25       | 26  | 27        | 28              | 29            |                                     |
|                                       | $\perp$                   |                                |                      |                |                 |                |                | 30    | 31       |          |     |           |                 |               |                                     |
| Q                                     | October                   | r 2024                         |                      |                |                 |                |                |       |          |          |     |           | Арі             | ril 202       | 5                                   |
| Oct. 14 - Indigenous People's Day     | SUN                       | MON                            | TUE                  | WED            | THUR            | FRI            | SAT            | SUN   | MON      | TUE      | WED | THUR      | FRI             | SAT           | Apr. 7-11 - Spring Break            |
|                                       |                           |                                | 1                    | 2              | 3               | 4              | 5              |       |          | 1        | 2   | 3         | 4               | 5             | Classified Employees Work 4/7-4/10  |
|                                       | 6                         | 7                              | 8                    | 9              | 10              | 11             | 12             | 6     | 7        | 8        | 9   | 10        | 11              | 12            |                                     |
|                                       | 13                        | 14                             | 15                   | 16             | 17              | 18             | 19             | 13    | 14       | 15       | 16  | 17        | 18              | 19            |                                     |
|                                       | 20                        | 21                             | 22                   | 23             | 24              | 25             | 26             | 20    | 21       | 22       | 23  | 24        | 25              | 26            |                                     |
|                                       | 27                        | 28                             | 29                   | 30             | 31              |                |                | 27    | 28       | 29       | 30  |           |                 |               |                                     |
|                                       |                           |                                |                      |                |                 |                |                |       |          |          |     |           |                 |               |                                     |
| No                                    | vemb                      | er 2024                        |                      |                |                 |                |                |       |          |          |     |           | Ma              | y 2025        | 5                                   |
| Nov. 11 - Veteran's Day               | SUN                       | MON                            | TUE                  | WED            | THUR            | FRI            | SAT            | SUN   | MON      | TUE      | WED | THUR      | FRI             | SAT           | May 26 - Memorial Day               |
| Nov. 25-29 - Thanksgiving Recess      |                           |                                |                      |                |                 | 1              | 2              |       |          |          |     | 1         | 2               | 3             | May 30 - Last Day of School         |
| Classified Employees Work 11/25-11/27 | 3                         | 4                              | 5                    | 6              | 7               | 8              | 9              | 4     | 5        | 6        | 7   | 8         | 9               | 10            |                                     |
|                                       | 10                        | 11                             | 12                   | 13             | 14              | 15             | 16             | 11    | 12       | 13       | 14  | 15        | 16              | 17            |                                     |
|                                       |                           |                                | 19                   | 20             | 21              | 22             | 23             | 18    | 19       | 20       | 21  | 22        | 23              | 24            |                                     |
|                                       | 17                        | 18                             |                      |                |                 |                |                | 1     | 26       | 27       | 28  | 29        | 20              |               | 1                                   |
|                                       | 17<br>24                  | 18<br>25                       | 26                   | 27             | 28              | 29             | 30             | 25    | 26       | 21       | 20  | 23        | 30              | 31            |                                     |
| De                                    | 24                        | 25                             | 26                   | 27             | 28              | 29             | 30             | 25    | 26       | 21       | 20  | 23        |                 |               |                                     |
|                                       | 24<br>ecembe              | 25<br>er 2024                  | 26                   |                |                 |                |                |       |          |          |     |           | Jun             | e 2025        |                                     |
| Dec. 23 - Jan. 3 - Winter Recess      | 24<br>ecember<br>SUN      | 25<br>er 2024<br>MON           | 26<br>TUE            | WED            | THUR            | FRI            | SAT            | SUN   | MON      | TUE      | WED | THUR      |                 |               | June 2 - 27 - ESY                   |
|                                       | 24<br>ecember<br>SUN<br>1 | 25<br>er 2024<br>MON<br>2      | TUE                  | WED<br>4       | THUR<br>5       | FRI<br>6       | SAT<br>7       | SUN   | MON      | TUE      | WED | THUR      | Jun<br>FRI      | e 2025<br>SAT |                                     |
| Dec. 23 - Jan. 3 - Winter Recess      | 24 SUN 1 8                | 25<br>er 2024<br>MON<br>2<br>9 | 26<br>TUE<br>3<br>10 | WED<br>4<br>11 | THUR<br>5<br>12 | FRI<br>6<br>13 | SAT<br>7<br>14 | SUN 1 | MON<br>2 | TUE<br>3 | WED | THUR<br>5 | Jun<br>FRI<br>6 | sat<br>7      | June 2 - 27 - ESY                   |
| Dec. 23 - Jan. 3 - Winter Recess      | 24<br>ecember<br>SUN<br>1 | 25<br>er 2024<br>MON<br>2      | TUE                  | WED<br>4       | THUR<br>5       | FRI<br>6       | SAT<br>7       | SUN   | MON      | TUE      | WED | THUR      | Jun<br>FRI      | e 2025<br>SAT | June 2 - 27 - ESY                   |

22 23

29

Work Days for Classified
No School (All Employees)
ESY - Special Ed
Staff Development Days - No Students
FIRST DAY OF SCHOOL: August 7, 2024
LAST DAY OF SCHOOL: May 30, 2025

First and Last Day of School

| No School                    |
|------------------------------|
| July 4, 2024                 |
| September 2, 2024            |
| September 11, 2024           |
| October 14, 2024             |
| November 11, 2024            |
| November 25-29, 2024         |
| Dec. 23, 2024 - Jan. 3, 2025 |
| January 20, 2025             |
| January 29, 2025             |
| February 17-21, 2025         |
| March 12, 2025               |
| April 7-11, 2025             |
| May 26, 2025                 |
| June 19, 2025                |
| Extended School Year (ESY)   |
| June 2-27, 2025              |

29 30 31

| FOR SCHO                         | OLS ON SEMESTER SC | HEDULES |  |  |  |  |  |
|----------------------------------|--------------------|---------|--|--|--|--|--|
| FALL SEMESTER (89 Days)          |                    |         |  |  |  |  |  |
| 1st Report                       | Aug. 7 - Sept. 20  | 31 Days |  |  |  |  |  |
| 2nd Report                       | Sept. 23 - Nov. 1  | 29 Days |  |  |  |  |  |
| 3rd Report                       | Nov. 4 - Dec. 20   | 29 Days |  |  |  |  |  |
| SPRING SEMESTER (91 Days)        |                    |         |  |  |  |  |  |
| 1st Report                       | Jan. 6 - Feb. 14   | 28 Days |  |  |  |  |  |
| 2nd Report                       | Feb. 24 - Apr. 4   | 29 Days |  |  |  |  |  |
| 3rd Report                       | Apr. 14 - May 30   | 34 Days |  |  |  |  |  |
| FOR SCHOOLS ON QUARTER SCHEDULES |                    |         |  |  |  |  |  |
| TERM 1 (89 Days)                 |                    |         |  |  |  |  |  |
| Qt. 1 - 1st Report               | Aug. 7 - Sept. 6   | 22 Days |  |  |  |  |  |
| Qt.1 - 2nd Report                | Sept. 9 - Oct. 11  | 24 Days |  |  |  |  |  |
| Qt. 2 - 1st Report               | Oct. 15 - Nov. 15  | 23 Days |  |  |  |  |  |
| Qt. 2 - 2nd Report               | Nov. 18 - Dec. 20  | 20 Days |  |  |  |  |  |
| TERM 2 (91 Days)                 |                    |         |  |  |  |  |  |
| Qt. 3 - 1st Report               | Jan. 6 - Feb. 7    | 23 Days |  |  |  |  |  |
| Qt.3 - 2nd Report                | Feb. 10 - Mar. 14  | 19 Days |  |  |  |  |  |
| Qt. 4 - 1st Report               | Mar. 17 - Apr. 25  | 25 Days |  |  |  |  |  |
| Qt. 4 - 2nd Report               | Apr. 28 - May 30   | 24 Days |  |  |  |  |  |

24 25 26 27 28

## JEFFERSON UNION HIGH SCHOOL DISTRICT 2024-2025 Employee Work Calendar Schedule

| CERTIFICATED PERSONNEL Employee Work Calendar Schedule                         |                |               |  |  |  |
|--|----------------|---------------|--|--|--|
| POSITION   | START DATE     | END DATE      |  |  |  |
| Certificated Teachers, School Social Workers, Wellness Counselors              | August 5, 2024 | May 30, 2025  |  |  |  |
| Certificated Teachers w/ESY  | August 5, 2024 | June 27, 2025 |  |  |  |
| Superintendent/Dept. Superintendent/Assoc. Superintendent/Directors/Principals | July 1, 2024   | June 30, 2025 |  |  |  |
| Vice Principal I Positive Calendar   | July 11, 2024  | June 20, 2025 |  |  |  |
| Vice Principal II Positive Calendar  | July 30, 2024  | June 3, 2025  |  |  |  |
| School Counselors*   | July 29, 2024  | May 30, 2025  |  |  |  |
| Counseling Department Head*  | July 26, 2024  | May 30, 2025  |  |  |  |
| Lead Psych./Program Specialist*  | July 25, 2024  | June 13, 2025 |  |  |  |
| Psychologists*   | August 2, 2024 | June 17, 2025 |  |  |  |
| Speech Pathologist/Occupational Therapist*                                     | July 31, 2024  | May 30, 2025  |  |  |  |
| Department Head*   | August 5, 2024 | May 30, 2025  |  |  |  |

\*NOTE: Certificated staff with more than 184 Days (e.g. Department Heads, Guidance Counselors, Support Providers [OT, SLP, BCBA, Mental Health Counselor], School Psychologists and Lead Psychologists/Program Specialists) work 184 Days, plus their additional contractual days by mutual agreement of the employee and supervisor.

| CLASSIFIED PERSONNEL Employee Work Calendar Schedule  |                 |               |  |  |  |
|---|-----------------|---------------|--|--|--|
| POSITION  | START DATE      | END DATE      |  |  |  |
| Classified Management   | July 1, 2024    | June 30, 2025 |  |  |  |
| 12-Month Employee ***   | July 1, 2024    | June 30, 2025 |  |  |  |
| 11-Month Employee**   | July 31, 2024   | June 30, 2025 |  |  |  |
| 10.5-Month Employee – WHS Attendance Technician   | August 2, 2024  | June 13, 2025 |  |  |  |
| 10-Month Employee *   | August 5, 2024  | June 2, 2025  |  |  |  |
| ESY School Days Only – Bus Drivers, Van Drivers and Paraprofessional with ESY on their Calendar                     | August 5, 2024  | June 27, 2025 |  |  |  |
| School Days ONLY – Adult  | August 19, 2024 | May 22, 2025  |  |  |  |
| School Days ONLY – School Office Asst., School Health Aide, Paraprofessional, Campus Supervisors, Cafeteria Workers | August 5, 2024  | May 30, 2025  |  |  |  |
| School Days ONLY – Mental Health, OT, Speech w/license  | July 31, 2024   | May 30, 2025  |  |  |  |

<sup>\*10</sup> Month Employee – Attendance Technician (JHS, OHS, TN), School Receptionist, Senior School Office Assistant

If you have any questions or concerns, please contact Czarina Morgia at cmorgia@jeffersonunion.net or 650-550-7967.

<sup>\*\*11</sup> Month Employee – Special Project Assistant, Parent Liaison, OHS School Account Clerk

<sup>\*\*\* 12</sup> Month Employee- Business Office, Human Resources, IT, Superintendent's Office, School Account Clerk (JHS, TN, WHS), Library Media Assistant, Registrar, School Administrative Assistant, Custodial Staff, Grounds Maintenance Worker, Skilled Maintenance Workers