

SECRETARY 2 - HUMAN RESOURCE - 168 DAYS

2016-2017



July 2016					WD	August 2016					WD	September 2016					WD	
M	Tu	W	Th	F		M	Tu	W	Th	F		M	Tu	W	Th	F		
				1	0	1	2	3	4	5	0				1	2	1	
H	5	6	7	8	0	8	9	10	11	12	0	H	6	7	8	9	4	
11	12	13	14	15	0	15	16	17	18	19	0	12	13	14	15	16	4	
18	19	20	21	22	0	22	23	24	25	26	4	19	20	21	22	23	4	
25	26	27	28	29	0	29	30	31			3	26	27	28	29	30	4	
October 2016						November 2016						December 2016						
M	Tu	W	Th	F		M	Tu	W	Th	F		M	Tu	W	Th	F		
							1	2	3	4	3				1	2	1	
3	4	5	6	7	4	7	8	9	10	H	4	5	6	7	8	9	4	
10	11	12	13	14	4	14	15	16	17	18	4	12	13	14	15	16	4	
17	18	19	20	21	4	21	22	23	H	25	2	19	20	21	22	H	0	
24	25	26	27	28	4	28	29	30			3	26	27	28	29	H	0	
31					1													
January 2017						February 2017						March 2017						
M	Tu	W	Th	F		M	Tu	W	Th	F		M	Tu	W	Th	F		
2	3	4	5	6	4			1	2	3	2			1	2	3	2	
9	10	11	12	13	4	6	7	8	9	10	4	6	7	8	9	10	4	
16	17	18	19	20	4	13	14	15	16	17	4	13	14	15	16	17	4	
23	24	25	26	27	4	20	21	22	23	24	4	20	21	22	23	24	4	
30	31				2	27	28				2	27	28	29	30	31	0	
April 2017						May 2017						June 2017						
M	Tu	W	Th	F		M	Tu	W	Th	F		M	Tu	W	Th	F		
						1	2	3	4	5	4				1	2	2	
3	4	5	6	7	4	8	9	10	11	12	4	5	6	7	8	9	4	
10	11	12	13	14	4	15	16	17	18	19	4	12	13	14	15	16	4	
17	18	19	20	21	4	22	23	24	25	26	4	19	20	21	22	23	4	
24	25	26	27	28	4	H	30	31			2	26	27	28	29	30	0	

Start Date	End Date	POSITION
8/22/2016	6/22/2017	Sec 2 - Human Resource

EVENT DATES	
8/30	District Inservice
9/5	Labor Day Holiday
9/6	First Day of School
11/11	Veterans' Day Holiday
11/24	Thanksgiving Holiday
12/19-12/29	Winter Break
12/23	Christmas Day Holiday
12/30	New Years' Day Holiday
1/16	MLK Jr B'day - Non Work Day
2/20	President's' Day - Non Work Day
3/27-3/31	Spring Break
5/29	Memorial Day Holiday

Work Days	162
Holidays	6
TOTAL	168 days

A typical work week will be 28 hours.

H	Holidays
	Non-Work Day

Article 9: Work Day and Work Schedule: Contract Agreement between Sweet Home School District #55 and Oregon School Employees Association, Chapter #3: The full-time work week shall consist of forty (40) hours within the designated work week, worked on the basis of five (5) eight-hour days or four (4) ten-hour days. To the extent consistent with the operation needs and requirements of the District will schedule work on Monday through Friday basis. The District reserves the sole discretion over operational needs and requirements. Nothing in the Article or any part of the Agreement shall be construed as a guarantee of hours worked.