

# SECRETARY 2 - HUMAN RESOURCE - 194 days

## 2017-2018



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

  

October 2017					November 2017					December 2017							
M	Tu	W	Th	F	M	Tu	W	Th	F	M	Tu	W	Th	F			
2	3	4	5	6	5			1	2	3	3					1	
9	10	11	12	13	4	6	7	8	9	H	4	4	5	6	7	8	5
16	17	18	19	20	5	13	14	15	16	17	5	11	12	13	14	15	5
23	24	25	26	27	5	20	21	22	H	24	2	18	19	20	21	22	5
30	31				2	27	28	29	30		4	H	26	27	28	29	0

  

January 2018					February 2018					March 2018							
M	Tu	W	Th	F	M	Tu	W	Th	F	M	Tu	W	Th	F			
H	2	3	4	5				1	2	2				1	2	2	
8	9	10	11	12	5	5	6	7	8	9	5	5	6	7	8	9	5
15	16	17	18	19	4	12	13	14	15	16	5	12	13	14	15	16	4
22	23	24	25	26	4	19	20	21	22	23	4	19	20	21	22	23	5
29	30	31			3	26	27	28			3	26	27	28	29	30	0

  

April 2018					May 2018					June 2018							
M	Tu	W	Th	F	M	Tu	W	Th	F	M	Tu	W	Th	F			
2	3	4	5	6	5		1	2	3	4	4					1	1
9	10	11	12	13	5	7	8	9	10	11	5	4	5	6	7	8	5
16	17	18	19	20	5	14	15	16	17	18	5	11	12	13	14	15	5
23	24	25	26	27	4	21	22	23	24	25	5	18	19	20	21	22	4
30					1	H	29	30	31		3	25	26	27	28	29	0

Start Date	End Date	POSITION
8/23/2017	6/21/2018	Sec 2 - Human Resource

EVENT DATES	
8/29	District Inservice
9/4	Labor Day Holiday
9/5	First Day of School
11/10	Veterans' Day Holiday
11/23	Thanksgiving Holiday
12/25-1/5	Winter Break
12/25	Christmas Day Holiday
1/1	New Years' Day Holiday
1/15	MLK Jr B'day - Non Work Day
2/19	President's Day - Non Work Day
3/26-3/30	Spring Break
5/28	Memorial Day Holiday

<b>Work Days</b>	<b>188</b>
<b>Holidays</b>	<b>6</b>
<b>TOTAL</b>	<b>194</b>

**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 deserves 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.