

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1000 M11D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 10.00  | 194               | 10.00                | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 217        | 08/07/24-06/12/25   | 10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-03/2025<br>04/07-10/2025<br>05/23/2025 |

Counselor Technician – High School  
Library Media Coordinator  
Computer Systems Technician

College and Career Coordinator  
Elementary Library Media Specialist

**\*\*Added Elementary Library Media Specialist to 1000 Calendar\*\***

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1025 M11D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 10.00  | 194               | 10.00                | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 217        | 08/05/24-06/10/25   | 10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-03/2025<br>04/07-10/2025<br>05/23/2025 |

School Secretary – Secondary

Office Assistant – Middle School

**\*\*Created new 1025 Calendar for 2024/25\*\***

**\*\*Moved School Secretary-Secondary & Office Assistant-MS from 1000 Cal to 1025 Calendar\*\***

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1050 M12D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 10.50  | 204               | 10.50                | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 227.50     | 07/23/24-06/11/25   | 10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-03/2025<br>04/07-10/2025<br>05/23/2025 |

Counselor Technician/Registrar – Middle School  
School Secretary - Elementary & Venture

School Office Manager – SPED Transitions/Reach  
School Office Manager – Elementary School

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1053 M12D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 10.40  | 200               | 10.40                | 15<br><br>07/04/2024<br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025<br>06/19/2025 | 225.40     | 07/01/24-06/30/25   | 07/12-31/2024<br>08/01-13/2024<br>10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025<br>06/06-11/2025 |

S.I.T.E.S. Program: Paraeducator - Special Ed

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1054 M12D | Non Work Days During Duty Year  |
|--------|-------------------|----------------------|--|------------|---------------------|---|
| 10.80  | 209               | 10.80                | 15<br><br>07/04/2024<br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025<br>06/19/2025 | 234.80     | 07/01/24-06/30/25   | 07/15-31/2024<br>08/01-09/2024<br>10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-03/2025<br>04/07-10/2025<br>05/23/2025<br>06/06-09/2025 |

Behavior Analyst

**\*\*1054 Calendar to shift start and end dates for the 2024/25 school year 4 days later\*\***

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1056 M12D | Non Work Days During Duty Year  |
|--------|-------------------|----------------------|--|------------|---------------------|---|
| 10.60  | 205               | 10.60                | 15<br><br>07/04/2024<br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025<br>06/19/2025 | 230.60     | 07/01/24-06/30/25   | 07/12-31/2024<br>08/01-09/2024<br>10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>04/07-10/2025<br>05/23/2025<br>06/06-11/2025 |

S.I.T.E.S. Program: Occupational Therapist

Physical Therapist

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1075 M12D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 10.75  | 209               | 10.75                | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 232.75     | 07/18/24-06/13/25   | 10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-03/2025<br>04/07-10/2025<br>05/23/2025 |

School Office Manager – Middle School

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1100 M12D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 11     | 213               | 11                   | 14<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025<br>06/19/2025 | 238        | 07/18/24-06/20/25   | 10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-03/2025<br>04/07-10/2025<br>05/23/2025 |

Computer Systems Technician

Department Secretary - District, Ed Services

Textbook Coordinator

School Office Manager – Alternative Education (Del Amigo/Venture)

School Office Manager – High School

Senior Department Secretary - District, Ed. Services

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1101 M12D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 11     | 213               | 11                   | 14<br><br>07/04/2024<br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025<br>06/19/2025 | 238        | 07/01/24-06/30/25   | 10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-23/2025<br>03/31-4/10/2025<br>05/23/2025 |

Instructional Materials Technician

| Months  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1180 M11D | Non Work Days During Duty Year  |
|---|-------------------|----------------------|--|------------|---------------------|---|
| 9.5 School Days Only + One (1) Additional Day for Training/PD | 181               | See Below            | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 194        | 08/14/24-06/05/25   | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>04/07-10/2025<br>05/23/2025 |

School Bus Driver (Vacation is accrued according to contract and is paid out in December and July)

Transportation Vehicle Drivers (Vacation is accrued according to contract and is paid out in December & July)

**\*\*1180 Calendar to change Non-work day to 2/18/25 and Work day on 3/14/25 \*\***

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months                    | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1181 M11D | Non Work Days During Duty Year   |
|---------------------------|-------------------|----------------------|--|------------|---------------------|--|
| Assigned School Days Only | 170               | See Below            | 13<br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 183        | 08/15/24-06/04/25   | 10/03-11/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>03/19-21/2025<br>04/07-10/2025<br>05/23/2025 |

Unit Noon Duty Supervisor (Unit Noon Duty vacation is accrued according to contract and is paid out in July)

| Months  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1182 M12D | Non Work Days During Duty Year   |
|---|-------------------|----------------------|--|------------|---------------------|--|
| 9.9 School Days + One (1) Additional Day for Training/PD and ESY Summer Program | 201               | See Below            | 15<br>07/04/2024<br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025<br>06/19/2025 | 216        | 07/01/24-06/30/25   | 07/16-31/2024<br>08/01-13/2024<br>10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025<br>06/06-13/2025 |

School Bus Driver/Designated Behind the Wheel Trainer  
(Vacation is accrued according to contract and is paid out in December and July)

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year<br>1183<br>M11D | Non Work Days<br>During Duty Year  |
|--------|-------------------|----------------------|--|------------|---------------------------|--|
| 8.30   | 170               | 8.30                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 191.3      | 08/15/24-<br>06/04/25     | 10/03-11/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>03/19-21/2025<br>04/07-10/2025<br>05/23/2025 |

Non-Unit Noon Duty Supervisor

| Months  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year<br>1800<br>M09D | Non Work Days<br>During Duty Year   |
|---|-------------------|----------------------|--|------------|---------------------------|---|
| 8.0<br><br>Adjusted<br>School<br>Year<br><br>Country<br>Club<br>Elem. | 153               | 8.0                  | 12<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025 | 173        | 09/02/24-<br>05/14/25     | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025 |

Instructional Assistant - Country Club Elementary

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1850 M11D | Non Work Days During Duty Year  |
|---|-------------------|----------------------|--|------------|---------------------|---|
| 9.50<br><br>Elem School<br><br><b>Middle School</b> | 175               | 9.50                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 197.5      | 08/14/24-06/05/25   | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025<br><u>Half Days</u><br>08/14/2024<br>10/07-11/2024<br>03/19-21/2025<br>06/05/2025 |

Paraeducator - Autism Specialist  
Braille Interpreter for the Visually Impaired  
**Interpreter for Hearing-Impaired**

Paraeducator - Special Ed  
Licensed Vocational Nurse (LVN)

**\*\*Deleted 1851 Calendar. 1851 combined with 1850 Calendar\*\***

| Months                  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1852 M11D | Non Work Days During Duty Year  |
|-------------------------|-------------------|----------------------|--|------------|---------------------|---|
| 9.50<br><br>High School | 176.5             | 9.50                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 199        | 08/14/24-06/05/25   | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025<br><u>Half Days</u><br>08/14/2024<br>12/18-20/2024<br>06/03-05/2025 |

Paraeducator- Autism Specialist  
Braille Interpreter for the Visual Impaired  
Interpreter for Hearing-Impaired  
Special Education Paraeducator/Sign Language Interpreter - Elem, Middle & High

Paraeducator - Special Education  
Licensed Vocational Nurse (LVN)



## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1853 M11D   | Non Work Days During Duty Year  |
|---|-------------------|----------------------|--|------------|-----------------------|---|
| 9.50<br><br>CEIA<br>+<br>Pre-School<br>+<br>Transitions/Reach | 180               | 9.50                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-<br>29/2024<br>12/24-<br>26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 202.50     | 08/14/24-<br>06/05/25 | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025 |

|  |  |
|--|--|
| Paraeducator - Autism Specialist, BC, GB, LO & WD<br>Paraeducator - Special Ed<br>Braille Interpreter for Visual Impaired<br>Licensed Vocational Nurse (LVN) | Paraeducator - Special Ed, GB, LO & WD<br>Paraeducator - Autism Specialist, Transitions/Reach<br>Interpreter for Hearing-Impaired<br>Workability Coordinator |
|--|--|

**\*\*Deleted 1857 Calendar\*\***

| Months  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1902 M10DAM | Non Work Days During Duty Year  |
|---|-------------------|----------------------|--|------------|-----------------------|---|
| 8.3<br><br>Adjusted School Year<br><br>Rainbow Para | 159               | 8.3                  | 12<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025 | 179.3      | 08/27/24-<br>05/16/25 | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025 |

**Rainbow Program:** Primary Intervention Specialist

**\*\*1902 Calendar to start and end 8 days later\*\***

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months                  | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1950 M11D   | Non Work Days During Duty Year  |
|-------------------------|-------------------|----------------------|--|------------|-----------------------|---|
| 9.50<br>Elem.<br>School | 181               | 9.50                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 203.5      | 08/14/24-<br>06/05/25 | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025 |

|   |  |
|---|--|
| Assistive Technology Technician<br>Crossing Guard<br>Lead Crossing Guard<br>Instructional Assistant<br>Instructional Assistant - School Technology<br>Licensed Vocational Nurse (LVN)<br>Speech and Language Pathologist Assistant (SLPA) | Office Assistant - Elementary School<br>Paraeducator - Behavior Specialist<br>Paraeducator - Classroom<br>Paraeducator - Early Childhood<br>Paraeducator - Health<br>Paraeducator - Preschool<br>Paraeducator – Lead Behavior Specialist |
|---|--|

| Months                        | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1951 M11D   | Non Work Days During Duty Year  |
|-------------------------------|-------------------|----------------------|--|------------|-----------------------|---|
| 9.50<br>Middle/High<br>School | 181               | 9.50                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 203.5      | 08/14/24-<br>06/05/25 | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025 |

|   |   |
|---|---|
| Accompanist<br>Campus Monitor<br>Campus Safety Supervisor<br>Instructional Assistant - School Technology<br>Speech and Language Pathologist Assistant (SLPA)<br>Wellness Intake Assistant | Bookkeeping Technician – High School<br>Instructional Assistant<br>Paraeducator – Classroom<br>Paraeducator - Health, Del Amigo<br>Office Assistant – High School |
|---|---|

**\*\*Moved LMC at DVHS to 1000 Calendar\*\***

## Classified Duty Year Calendar 2024-2025

(For less than 12 month employees)

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1952 M11D | Non Work Days During Duty Year  |
|--------|-------------------|----------------------|--|------------|---------------------|---|
| 9.50   | 181               | 9.50                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 203.5      | 08/13/24-06/05/25   | 10/03-04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-06/2025<br>02/18/2025<br>03/14/2025<br>04/07-10/2025<br>05/23/2025 |

Kitchen Assistant - Receiving Kitchen  
 Kitchen Assistant – On-Site-Kitchen  
 Kitchen Assistant - Production Kitchen  
 Lead Kitchen Assistant  
 Lead Kitchen Assistant - Production Kitchen

Child Nutrition Manager  
 Child Nutrition Manager II - Production Kitchen  
 Cook

| Months | Regular Work Days | Annual Base Vacation | Holidays   | Total Days | Duty Year 1975 M11D | Non Work Days During Duty Year   |
|--------|-------------------|----------------------|--|------------|---------------------|--|
| 9.75   | 190               | 9.75                 | 13<br><br>09/02/2024<br>11/11/2024<br>11/27-29/2024<br>12/24-26/2024<br>01/01/2025<br>01/20/2025<br>02/17/2025<br>04/11/2025<br>05/26/2025 | 212.75     | 08/07/24-06/06/25   | 10/04/2024<br>11/01/2024<br>11/25-26/2024<br>12/23/2024<br>12/27-31/2024<br>01/02-03/2025<br>04/07-10/2025<br>05/23/2025 |

Occupational Therapist (except S.I.T.E.S. Program)    Physical Therapist

**\*\*1975 Calendar to start and end 5 days earlier\*\***

**\*\*Deleted 1993 Calendar. SY moved to 1950 Calendar\*\***