

NACOGDOCHES INDEPENDENT SCHOOL DISTRICT

MEMORANDUM

**TO:** NISD Staff  
**FROM:** Human Resources Department  
**DATE:** April 30, 2019  
**SUBJECT:** 2019-2020 Scheduled Working Days

The 2019-2020 school calendar has been set. Following are the work days for each employee class:

**183 day (Classroom aides & clerical): August 13, 2019 through May 28, 2020**

**187 day (teachers, nurses, LVN's, truancy officers, OT/PT/COTA, speech therapists): August 8, 2019 through May 29, 2020**

**193 day (elem/middle school counselors, social workers, librarians): August 5, 2019 through June 3, 2020**

**197 day employees: August 5, 2019 through June 9, 2020**

If approved, this position will work summer hours for the weeks of 6/1/20 through 6/5/20, and regular days on June 8-9, 2020

**207 day (high school counselors, asst. principals, PEIMS clerks, campus receptionists (MS and HS): July 24, 2019 through June 12, 2020**

If approved, this position will work regular hours for 7/24-25 and summer hours for the weeks of 7/29/19 and 6/1/20 through 6/12/20.

**226 day: July 1, 2019 through June 30, 2020**

This position will have 8 non-duty days for employees completing 226 days in the *previous* contract year. If approved, this position will work summer hours for the weeks of 6/3/19 through 8/2/19 and 6/1/20 through 7/31/20.

**10 month Manual Trades (food service and transportation): August 21, 2019 through June 1, 2020**

Director will decide which employees will work additional days, if needed.  
Scheduled paid holidays will include the following days only: 9/2/19, 11/28-29/19, 12/24-26/19, 1/1/20, 1/20/20, 4/10/20(if not used for a bad weather day), 5/25/20.

**260 day: Sept. 1, 2019 through August 31, 2020**

Scheduled paid holidays will include the following days only: 9/2/19, 11/28-29/19, 12/24-26/19, 1/1/20, 1/20/20, 4/10/20(if not used for a bad weather day), 5/25/20 and 7/3/20.

Please feel free to contact the Human Resource Office with any questions.