

**Folsom Cordova Unified School District  
1965 Birkmont Drive, Rancho Cordova, CA 95742  
916-294-9000**

**REVISED \*\*\*\* JULY 12, 2013\*\*\*\*\***

**TO:** All Classified Employees Working Less Than 12 Months  
**FROM:** Karen Knight, Assistant Superintendent, Human Resources  
**SUBJECT:** Notification of Work Assignments for the 2013-14 School Year

**2013-14 SCHOOL YEAR WORK ASSIGNMENT SCHEDULE:**

**\*SPECIAL NOTE:** At its May 2, 2013 meeting the Board approved two non-student staff development days (10-11-2013 and 1-17-2014).

It has been determined that January 17, 2014 will be a non-work day for less than 12 month employees. This replaces the floater day for less than 12 month employees per CSEA contract section 10-J-1.

**October 11, 2013 will be work day for all employees, with appropriate training sessions planned.**

**10-11-2013 and 1-17-2014 are both work days for 12 month employees.**

*All of the following assignments receive the following breaks: October 14, November 25, November 26, December 23 through January 3, and April 14 through April 21.*

Work Assign	Work Days	Holidays*	Start Date	End Date
11-month employee	211	12	07/22/2013	06/19/2014
10 <sup>3</sup> / <sub>4</sub> - month employee	206	12	07/23/2013	06/13/2014
10 <sup>1</sup> / <sub>2</sub> - month employee	201	12	07/30/2013	06/13/2014
10 <sup>1</sup> / <sub>4</sub> - month employee	196	12	08/06/2013	06/13/2014
10- month employee	191	12	08/06/2013	06/06/2014
9 <sup>3</sup> / <sub>4</sub> - month employee	186	12	08/06/2013	05/30/2014
9 <sup>1</sup> / <sub>2</sub> - month employee	181	12	08/12/2013	05/29/2014
9-month employee	171	12	08/21/2013	05/23/2014

\*Paid Holidays include: Sept 2, Nov 11, Nov 27-29, Dec 24-25, Jan 1, Jan 20, Feb 10, Feb 17, and May 26. Employees will be paid for annual leave days as provided for in Article XII, F.2 of the CSEA contract. **January 17, 2014 is a paid non-work day for less than 12 month employees (12 month employees have their paid non-work day between December 25 and January 1 each year).**

**ALL OTHERS:** Schedule will vary at individual sites

**\*NOTE:** Work assignments for employees working in specially funded programs may vary in accordance with the needs of the program.