

**ST. PAUL'S R.C.S.S.D. #20  
SCHEDULE OF WORKING DAYS AND PUBLIC HOLIDAYS  
FOR THE SCHOOL YEAR 2011-2012 FOR HIGH SCHOOL, 10 MONTH SUPPORT STAFF**

**\*\* It is important employees follow the schedule  
as these dates will be used on the Record of Employment\*\***

**1. HIGH SCHOOL LIBRARY TECHNICIAN, HIGH SCHOOL OFFICE COORDINATOR, HIGH SCHOOL SECRETARY, PROGRAM FACILITATOR, DISPATCH COORDINATOR (207 Working Days)**

<b>Fall Term:</b>	Monday, August 22 to Tuesday, December 20, inclusive	84
<b>Spring Term:</b>	Tuesday, January 3 to Friday, June 29, inclusive	123
<b>Public Holidays:</b>	September 5, October 10, November 11, December 27 (in lieu of December 25), December 26, January 2 (in lieu of January 1), February 20, April 6, April 9, May 21	10
<b>Christmas Break:</b>	December 21 to January 2, inclusive	
<b>Easter Break:</b>	April 6 to April 9, inclusive	<u>217</u>

December 21-23 & 28-30, February 24, April 10 **are not working days.** February 21-23 (Mid-winter Break), April 11-13 (Easter) **are working days.**

**2. HIGH SCHOOL SECRETARY, HIGH SCHOOL OFFICE COORDINATOR, ACCOUNTING ASSISTANT, ON LINE LEARNING REGISTRAR (200 Working Days)**

<b>Fall Term:</b>	Monday, August 22 to Tuesday, December 20, inclusive	84
<b>Spring Term:</b>	Wednesday, January 4 to Friday, June 29, inclusive	116
<b>Public Holidays:</b>	September 5, October 10, November 11, December 27 (in lieu of December 25), December 26, January 2 (in lieu of January 1), February 20, April 6, April 9, May 21	10
<b>Christmas Break:</b>	December 21 to January 3, inclusive	
<b>Easter Break:</b>	April 6 to April 13, inclusive	<u>210</u>

December 21-23 & 28-30, January 3, February 21-24 (Mid-Winter Break), April 10-13 (Easter) **are not working days.**

**3. HIGH SCHOOL EDUCATIONAL ASSISTANT, SPEECH, HEARING & VISUAL/ASSISTANT, PROGRAM FACILITATOR, INTERPRETER/ASSISTANT, BRAILLE INTERPRETER/ TRANSCRIBER, MEDICAL FACILITATOR, ELDERS, LIBRARY CLERKS (190 Working Days)**

<b>Fall Term:</b>	Thursday, August 25 to Tuesday, December 20, inclusive	79
<b>Spring Term:</b>	Wednesday, January 4 to Tuesday, June 26, inclusive	111
<b>Public Holidays:</b>	September 5, October 10, November 11, December 27 (in lieu of December 25) December 26, January 2 (in lieu of January 1), February 20, April 6, April 9, May 21	10
<b>Christmas Break:</b>	December 21 to January 3, inclusive	
<b>Easter Break:</b>	April 6 to April 13, inclusive	<u>200</u>

October 21 (Parent Teacher Interview), November 10 (Teacher PD), December 21-23 & 28-30, January 3, January 27, February 21-24 (Mid-winter Break), March 23 (Convention), April 10-13 (Easter), **are not working days.**

**FOR 10 MONTH HIGH SCHOOL SUPPORT EMPLOYEES**

**REVISED NOVEMBER 30, 2011**

**ST. PAUL'S R.C.S.S.D. #20  
SCHEDULE OF WORKING DAYS AND PUBLIC HOLIDAYS  
FOR THE SCHOOL YEAR 2011-2012 FOR HIGH SCHOOL, 10 MONTH SUPPORT STAFF**

**\*\* It is important employees follow the schedule  
as these dates will be used on the Record of Employment\*\***

**4. CAFETERIA MANAGER (190 Working Days)**

<b>Fall Term:</b>	Thursday, August 25 to Tuesday, December 20, inclusive	80
<b>Spring Term:</b>	Wednesday, January 4 to <b>Tuesday, June 26</b> , inclusive	<b>110</b>
<b>Public Holidays:</b>	September 5, October 10, November 11, December 27 (in lieu of December 25), December 26, January 2 (in lieu of January 1), February 20, April 6 & April 9, May 21	10
<b>Christmas Break:</b>	December 21 to January 3, inclusive	
<b>Easter Break:</b>	April 6 to April 13, inclusive	<u>200</u>

November 10 (Teacher PD), December 21-23 & 28-30, January 3, January 26 & 27 (Semester Turnaround), February 21-24 (Mid-winter Break), March 23 (Convention), April 10-13 (Easter) **are not working days.**

**5. HIGH SCHOOL NUTRITION ASSISTANT (185 Working Days)**

<b>Fall Term:</b>	Friday, August 26 to Friday, December 16, inclusive	77
<b>Spring Term:</b>	Wednesday, January 4 to Friday, June 22, inclusive	108
<b>Public Holidays:</b>	September 5, October 10, November 11, December 27 (in lieu of December 25), December 26, January 2 (in lieu of January 1), February 20, April 6 & April 9, May 21	10
<b>Christmas Break:</b>	December 19 to January 3, inclusive	
<b>Easter Break:</b>	April 6 to April 13, inclusive	<u>195</u>

November 10 (Teacher PD), December 19-23 & 28-30, January 3, January 26-27 (First term exams), February 21-24 (Mid-winter Break), March 23 (Convention), April 10-13 (Easter) **are not working days.**

**6. HIGH SCHOOL CAFETERIA ASSISTANT (181 Working Days)**

<b>Fall Term:</b>	Friday, August 26 to Friday, December 16, inclusive	77
<b>Spring Term:</b>	Wednesday, January 4 to <b>Thursday, June 21</b> , inclusive	<b>104</b>
<b>Public Holidays:</b>	September 5, October 10, November 11, December 27 (in lieu of December 25), December 26, January 2 (in lieu of January 1), February 20, April 6 & April 9, May 21	10
<b>Christmas Break:</b>	December 19 to January 3, inclusive	
<b>Easter Break:</b>	April 6 to April 13, inclusive	<u>191</u>

November 10 (Teacher PD), December 19-23 & 28-30, January 3, January 23-27 (First Term Exams), February 21-24 (Mid-winter Break), March 23 (Convention), April 10-13 (Easter) **are not working days.**

Opening Institute - August 26

**FOR 10 MONTH HIGH SCHOOL SUPPORT EMPLOYEES**