

2014-15 Work Calendar for School-Term BCCE Employees

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First Teacher "Work Day": 08/26/14

School Start Date: 08/27/14

School End Date: 06/12/15

CLASSIFICATION	QSS Work Calendar	Start Date	End Date	Work Winter Recess	Work Spring Recess	EXPLANATION (All employees work semester break.)
Certified Occupational Therapist Assistant (COTA) Health Education Assistant Health Educator Home School Liaison Instructional Assistant Instructional Assistant, Bilingual Instructional Assistant, ECE Instructional Assistant, Special Education Instructional Assistant, Special Education Attendant Instructional Assistant, Specialized Health Care Instructional Media Technician (HS) Instructional Specialist Instructional Specialist II Instructional Technician Instructional Technician, Computers (BAS) Interpreter for the Deaf Library Media Technician (Elem/ MS) Media Specialist Program Assistant (Oxford) Program Coordinator, Student Court School Service Assistant Student Welfare/Attendance Specialist (HS)	5002	08/27/14	06/12/15	No	No	Start: First student day End: Last student day Deduct: Winter & Spring
Student Employment Specialist (HS)	5003	08/27/14	06/12/15	Yes	Yes	Start: First student day End: Last student day



BERKELEY UNIFIED SCHOOL DISTRICT
Human Resources Department

APPENDIX F

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CLASSIFICATION	QSS Work Calendar	Start Date	End Date	Work Winter Recess	Work Spring Recess	EXPLANATION (All employees work semester break.)
Food Services School Bus Driver School Campus Monitor School Safety Officer	5004	08/25/14	06/12/15	No	No	Start: 2 days before first student day End: Last student day Deduct: Winter & Spring
Clerical Assistant (Malcolm X) Parent Liaison	5006	08/27/14	06/19/15	No	No	Start: First student day End: One week after last student day Deduct: Winter & Spring
Budget Analyst (BAS) Clerical Assistant III (BAS) Clerical Specialist (LEARNS/BAS/HS) Instructional Assistant II (BAS) Instructional Media Technician (Music) Library Media Technician (HS) Microcomputer Technician (BAS) Microcomputer Technician Program Assistant (HS) Program Specialist (BAS) School Secretary I (Elem) School Secretary II (MS) School Secretary III (B Tech/BAS) Senior Records Clerk (MS/HS/BAS) Student Body Account Technician Student Employment Specialist (BAS)	5007	08/12/14	06/26/15	No	Yes	Start: 2 weeks before first teacher work day End: 2 weeks after last student day Deduct: Winter Employees in this work calendar may use up to five (5) vacation days in lieu of no pay over winter recess if notification is given to the Director of Classified Personnel on or before December 10.)

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CLASSIFICATION	QSS Work Calendar	Start Date	End Date	Work Winter Recess	Work Spring Recess	EXPLANATION (All employees work semester break.)
Clerical Assistant I (Nutrition/LEARNS) Clerical Assistant II (BAS) Clerical Assistant III Site Coordinator, Family Engagement	5008	08/12/14	06/26/15	No	No	Start: 2 weeks before first teacher work day End: 2 weeks after last student day Deduct: Winter & Spring
Instructional Technician, Cooking	5009	09/15/14	06/12/15	No	No	Start: 3 rd Monday in Sept. End: Last student day Deduct: Winter & Spring
Instructional Specialist (BAM)		October	March	No	No	Deduct: Winter & Spring
Equipment Coordinator (HS)	5011	08/12/14	06/12/15	No	No	Start: 2 weeks before first teacher work day End: Last student day Deduct: Winter & Spring
Coordinator of Health (HS)	5012	August	June	Yes	Yes	August to June
Student Welfare & Attendance Specialist (Student Services)	5013	08/01/14	05/29/15	Yes	Yes	Start: First workday in August End: Last workday in May
Instructional Technician (LEARNS) Program Lead, After School Program	5014	08/25/14	06/12/15	No	No	Start: 2 days before student day End: Last student day Deduct: Winter & Spring
EDP Assistant Coordinator EDP Coordinator Site Coordinator, After School Program (BTech)	5015	08/05/14	06/19/15	No	No	Start: 3 weeks before the first teacher workday End: 1 week after last student day Deduct: Winter & Spring