

**HIGHLAND PARK INDEPENDENT SCHOOL DISTRICT
2018-2019
REPORTING DAYS**

187 days:	August 15, 2018	-	June 1, 2019	(includes end of semester workdays)
	Teachers/Clerical/Instructional Assistants/Music Therapist /Nurses/Speech Pathologists			
190 days:	August 13, 2018	-	June 3, 2019	(includes end of semester workdays)
	Occupational Therapists/Physical Therapists/Assistive Technology Specialist			
192 days:	August 13, 2018	-	June 5, 2019	(includes end of semester workdays)
	Elementary Media Specialists			
195 days:	August 13, 2018	-	June 10, 2019	(includes end of semester workdays)
	MIS/HPMS Media Specialists		High School Media Specialists	
198 days:	August 6, 2018	-	June 10, 2019	(NO end of semester workdays)
	Elementary Office Assistants			
200A days:	August 1, 2018	-	June 5, 2019	(includes end of semester workdays)
	HS Counselors		Band Directors	
200B days:	August 6, 2018	-	June 12, 2019	(NO end of semester workdays)
	Clerical/Campus Administrative Assistants HS Substitute Coordinator		MS Registrar	
200C days:	August 6, 2018	-	June 10, 2019	(includes end of semester workdays)
	MS/HS 504 Campus Coordinator Special Education Campus Coordinators		High School ADA/504 Clerical Assistant Diagnosticians/LSSP	
200D days:	August 8, 2018	-	June 12, 2019	(includes end of semester workdays)
	Elementary Counselors		Intermediate/Middle School Counselors	
207 days:	July 23, 2018	-	June 5, 2019	(includes end of semester workdays)
	Coordinator of Boys Athletics		Coordinator of Girls Athletics	
210A days:	August 1, 2018	-	June 19, 2019	(includes end of semester workdays)
	Head Athletic Trainer		Coordinator of Student Integrity & Compliance	
210B days:	August 1, 2018	-	June 21, 2019	(NO end of semester workdays)
	HS Bookkeeper Autism & Behavior Specialist		Special Education Evaluation Supervisor Special Education Evaluation Supervisor Administrative Assistant	
215A days:	July 23, 2018	-	June 19, 2019	(NO end of semester workdays)
	Elementary Principals' Administrative Assistants Middle School Counseling Department Administrative Assistant (Enrollment)		High School Counseling Department Administrative Assistant (Enrollment)	
215B days:	August 1, 2018	-	June 28, 2019	(NO end of semester workdays)
	Curriculum Specialists Assistant Principals' Administrative Assistants HS Receptionist		Academy for Lifelong Learning (ALL) Coordinators High School Counseling Department Administrative Assistant	
215C days:	July 30, 2018	-	June 24, 2019	(includes end of semester workdays)
	Assistant Principals		High School Lead Counselor	
221 days:	July 23, 2018	-	June 25, 2019	(includes end of semester workdays)
	Elementary Principals			
223 days:	July 2, 2018	-	June 6, 2019	(includes end of semester workdays)
	High School Band Director			
226 days:	July 2, 2018	-	June 28, 2019	(15 vacation days available – refer to Compensation Manual)
	Central Office Administrators Director of Food Services Chief of Safety and Security Purchasing Coordinator		Secondary Principals and Associate Principals Technology Network/Systems Managers PEIMS Coordinator Assistant Director of Communications	
230 days:	July 2, 2018	-	June 28, 2019	(10 vacation days available – refer to Compensation Manual)
	Campus & District Support/Clerical District Administrative Assistants		Secondary Principals' Administrative Assistants District Technicians	

**HIGHLAND PARK INDEPENDENT SCHOOL DISTRICT
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REPORTING DAYS
Facilities and Food Service**

235 days: Facilities Manager	July 2, 2018	-	June 28, 2019
260 days: Custodians/ Facility Service Employees	July 2, 2018	-	June 28, 2019
187 days: Elementary Cafeteria Managers	August 13, 2018	-	June 4, 2019
189 days: Secondary Cafeteria Managers	August 9, 2018	-	June 4, 2019
204 days: Secondary Cafeteria Workers	August 17, 2018	-	May 31, 2019
206 days: Elementary Cafeteria Workers	August 17, 2018	-	June 4, 2019