

**2019-2020
STUDENT AND EMPLOYEE
DAILY SCHEDULE**

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| <u>STUDENT SCHEDULE</u> | |
| Elementary Campuses: PK-6 | 7:50 am – 3:30 pm |
| Secondary Campuses: 7-12 | 8:30 am – 4:10 pm |
| <u>Early Release</u> | |
| Elementary Campuses: | Dismissal Time - 1:00 pm |
| 7th through 12th | Dismissal Time - 1:40 pm |

CENTRAL OFFICE STAFF 8:00 am – 5:00 pm

ALL MORNING SUPERVISION AT CAMPUSES WILL BEGIN AT 7:30 AM

**PRINCIPALS, ASSISTANT-PRINCIPALS, INSTRUCTIONAL COACHES
AND AEC ADMINISTRATOR** All Campuses 7:30 am – 4:30 pm

COUNSELORS, COUNSELOR AIDES, PRINCIPALS' SECRETARIES
All Campuses 7:45 am – 4:15 pm

TEACHERS – ALL CAMPUSES, INCLUDING CCISD AEC 7:45 am – 4:15 pm

TEACHER AIDES, LIBRARIANS, LIBRARIAN AIDES, NURSES (PK – 12)
All Campuses 7:45 am – 4:15 pm
Special Ed. Aides will follow assigned schedule, but will not work more than 8 hours a day

MARILU MASSIGNANI EARLY CHILDHOOD LEARNING CENTER 7:30 am - 5:00 pm

SUBSTITUTE TEACHERS Follow Campus Schedule

30-minute lunch for all campus personnel

STAFF DEVELOPMENT AND WORK DAYS (as designated by school calendar)
All Personnel Follow Regular Schedule

EARLY RELEASE DAYS (as designated on school calendar)
ALL STAFF DISMISSED AT 2:00 pm

MAINTENANCE PERSONNEL 40-Hour Week

❖ Campus Principal/Supervisors may adjust the times to meet the 40 hour work week for hourly/nonexempt employees

Updated: 8/19/19