

2022 - 2023 Work Calendar by Region & Employee Group

A work calendar shows the work and non-Workdays scheduled by role. IDEA Public School's fiscal year is from July 1st - June 30th, but not all positions work year-round. The following are the work calendars by position at IDEA.

22-23 Work Calendar	Positions	Weekday Non-Workdays	Additional Weekday Workdays	Weekend Workdays	First Paycheck and Last Paycheck
PB: July 26, 2022 - May 29, 2023 SOLA: July 27, 2022 - May 29, 2023 Houston: July 28, 2022 - May 29, 2023 EP: July 28, 2022 - June 15, 2023 RGV, SA, Aus, TaCo: August 1, 2022 - May 29, 2023 TB: August 1, 2022 - June 1, 2023 OH: August 8, 2022 - June 3, 2023 Jax: August 9, 2022 - June 8, 2023	Teachers, Founding Teacher Fellows, Relay Residents, Co- teachers, 1-Learning Hot Spot Facilitators, AR Zone Facilitators, Speech Language Pathologists (SLPs), Occupational Therapists (OTs)	All: September 5, 2022; October 10, 2022; November 21-25, 2022*; December 19-30, 2022; January 2, 2023; January 16, 2023; March 13-17, 2023*; April 7, 2023*; May 29, 2023 (*see additional weekday workdays) RGV & Austin: February 13, 2023 Brownsville: February 24, 2023 San Antonio: April 28, 2023 El Paso: October 3-14, 2022; November 11, 2022; February 13, 2023; March 7-10, 2023 TACO: February 20, 2023 Houston: March 20, 2023; May 26, 2023 SOLA: February 20-21, 2023; February 22, 2023; April 7-14, 2023 PB: October 7, 2022; April 10, 2023 Tampa Bay: November 11, 2022 OH: February 20, 2023; March 27-31, 2023	So. Louisiana: March 13-16, 2023 Cincinnati: November 21-22, 2022; March 13-17, 2023 Jax, Tampa Bay: April 7, 2023	RGV, SA, Aus, TACO: Saturday, August 6, 2022; Saturday, May 27, 2023 EP: Saturday, July 30, 2022 SOLA: Saturday, July 30, 2022; Saturday, May 27, 2023 HOU: Saturday, August 6, 2022; Saturday, December 10, 2022 Jax: Saturday, August 20, 2022 OH: Saturday, June 3, 2023	Monthly: 08/25/2022-07/25/2023 Biweekly: 08/11/2022-07/27/2023
RGV, SA, Aus, TaCo, Hou, Jax, Cin: July 11, 2022 - June 9, 2023 SOLA & TB: July 11, 2022 - June 14, 2023 PB: July 11, 2022 - June 15, 2023 EP: July 11, 2022 - June 16, 2023	APIs, School Counselors, Student Success Advisors, College Counselors, Diagnosticians, Licensed Specialists in School Psychology (LSSPs), Lead SLPs, Lead OTs, Board Certified Behavior Analysts (BCBAs), Social Workers, Testing Coordinators, Health Aides	All: September 5, 2022; October 10, 2022; November 21-25, 2022*; December 19-30, 2022; January 2, 2023; January 16, 2023; March 13-17, 2023*; April 7, 2023*; May 29, 2023 (*see additional weekday workdays) RGV & Austin: February 13, 2023 Brownsville: February 24, 2023 San Antonio: April 28, 2023 El Paso: October 11-13, 2022; November 11, 2022; February 13, 2023 TACO: February 20, 2023 Houston: March 20, 2023 SOLA: February 20-21, 2023; February 22, 2023; April 7-14, 2023 PB: October 7, 2022; April 10, 2023 Tampa Bay: November 11, 2022 OH: February 20, 2023; March 27-31, 2023	So. Louisiana: March 13-16, 2023 Cincinnati: November 21-22, 2022; March 13-17, 2023 Jax, Tampa Bay: April 7, 2023	RGV, SA, Aus, TACO: Saturday, August 6, 2022; Saturday, May 27, 2023 EP: Saturday, July 30, 2022 SOLA: Saturday, July 30, 2022; Saturday, May 27, 2023 Houston: Saturday, August 6, 2022 Jax: Saturday, August 20, 2022	Monthly: 07/25/2022-06/23/2023 Biweekly: 07/28/2022-07/13/2023
July 4, 2022 - June 16, 2023	Directors of College Counseling, Principals, PIRs, Campus Admin Assistants	All: July 4-8, 2022; September 5, 2022; October 10, 2022; November 21-25, 2022*; December 19-30, 2022; January 2, 2023; January 16, 2023; March 13-17, 2023*; April 7, 2023*; May 29, 2023 (*see additional weekday workdays) RGV & Austin: February 13, 2023 Brownsville: February 24, 2023 San Antonio: April 28, 2023 El Paso: November 11, 2022; February 13, 2023 TACO: February 20, 2023 Houston: March 20, 2023 SOLA: February 20-21, 2023; February 22, 2023; April 7-14, 2023 PB: April 10, 2023 Tampa Bay: November 11, 2022 OH: February 20, 2023; March 27-31, 2023	So. Louisiana: March 13-16, 2023 Cincinnati: November 21-22, 2022; March 13-17, 2023 Jax, Tampa Bay: April 7, 2023	RGV, SA, Aus, TACO: Saturday, August 6, 2022; Saturday, May 27, 2023 EP: Saturday, July 30, 2022; Saturday, November 5, 2022; Saturday, January 28, 2023 SOLA: Saturday, July 30, 2022; Saturday, January 21, 2023 Houston: Saturday, August 6, 2022; Saturday, December 10, 2022 PB: Saturday, July 23, 2022; Saturday, July 30, 2022 TB: Saturday, August 6, 2022 Jax: Saturday, August 20, 2022	Monthly: 07/25/2022-06/23/2023 Biweekly: 07/14/2022-06/29/2023
July 1, 2022 - June 30, 2023	All HQ Positions not listed in another work calendar Campus Based Positions: Monthly: APOs, 21st Century Site Coordinators, Lead LSSPs Biweekly Extended: Receptionists, Business Clerks, SIS Coordinators, Registrars, Cafeteria Managers, Facilities Managers, Transportation Managers, Computer Techs, Student Enrollment Coordinators Biweekly Hourly: Custodians, Farmers, CNP Assistant Managers, Bus Drivers, Transportation Assistant Managers	All: July 1-4, 2022; September 5, 2022; October 10, 2022; November 21-25, 2022*; December 19-30, 2022; January 2, 2023; January 16, 2023; March 13-17, 2023*; April 7, 2023*; May 29, 2023 (*see additional weekday workdays) RGV & Austin: February 13, 2023 Brownsville: February 24, 2023 San Antonio: April 28, 2023 El Paso: November 11, 2022; February 13, 2023 TACO: February 20, 2023 Houston: March 20, 2023 SOLA: February 20-21, 2023; February 22, 2023; April 7-14, 2023 PB: April 10, 2023 Tampa Bay: November 11, 2022 OH: February 20, 2023; March 27-31, 2023	So. Louisiana: March 13-16, 2023 Cincinnati: November 21-22, 2022; March 13-17, 2023 Jax, Tampa Bay: April 7, 2023	EP: Saturday, July 30, 2022 SOLA: Saturday, July 30, 2022	Monthly: 07/25/2022-06/23/2023 Biweekly: 07/14/2022-06/29/2023
Workdays scheduled by Manager based on the Academic Calendar	Biweekly Hourly: Food Service Specialists, Non-CDL Drivers, Warehouse Drivers, Seasonal/Part- time including Monitors (School, Lunch, Bus) & Interns, Seasonal/Full-time including Camp RIO Program Staff	All: July 1-4, 2022; September 5, 2022; October 10, 2022; November 21-25, 2022*; December 19-30, 2022; January 2, 2023; January 16, 2023; March 13-17, 2023*; April 7, 2023*; May 29, 2023 (*see additional weekday workdays) RGV & Austin: February 13, 2023 Brownsville: February 24, 2023 San Antonio: April 28, 2023 El Paso: November 11, 2022; February 13, 2023 TACO: February 20, 2023 Houston: March 20, 2023 SOLA: February 20-21, 2023; February 22, 2023; April 7-14, 2023 PB: April 10, 2023 Tampa Bay: November 11, 2022 OH: February 20, 2023; March 27-31, 2023	So. Louisiana: March 13-16, 2023 Cincinnati: November 21-22, 2022; March 13-17, 2023 Jax, Tampa Bay: April 7, 2023	Workdays scheduled by Manager based on the Academic Calendar	Biweekly: 07/14/2022-06/29/2023

Paid holidays: July 1 & 4, 2022; September 5, 2022; October 10, 2022; November 24, 2022; December 26 2022; January 2, 2023; January 16, 2023; May 29, 2023; June 19, 2023

DEFINITIONS:

Paid Holidays are days in which employees are paid to be off. However, manager discretion will be used in determining the need for employees to work during scheduled holidays. In the event an exempt employee must work during a scheduled paid holiday, no additional compensation will be paid above the normal salary. In the event a non-exempt employee must work during a scheduled paid holiday, s/he will be paid at their normal hourly rate or overtime rate, if applicable.

Non-Workdays are days in which employees are not scheduled to work.