

## **BOARD AGENDA ITEMS**

**April 19, 2011**

### **SUBJECT:**

Request to Operate on a Four-Day Week

### **BACKGROUND:**

During the past sixteen summers, twelve-month employees have been allowed to work ten hours a day, four days a week. In the past, a majority of the employees have shown support for this work week schedule.

### **ADMINISTRATIVE CONSIDERATION:**

Since the efficiency of twelve-month employees during the ten hour day, four days a week, appears to increase, and the schedule is a great morale booster for the majority of the employees, the administration endorses a Monday through Thursday, 7:15 AM until 5:45 PM work day with thirty minutes for lunch. Employees taking a full hour for lunch will work until 6:15 each day.

### **RECOMMENDATION:**

Approve the recommendation of the administration to schedule schools and offices to begin the four day work week starting Monday, June 6, 2011, and to return back to a five day work week beginning Monday, August 8, 2011.

### **PREPARED BY:**

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