

June 7, 2023

EASA

Summer 2023 Alternative Work Schedule and Annual Wellness Day

For the 2023 Summer, the district is providing all interested EASA 260-day employees with the opportunity to work an alternative work schedule during the period of July 3, 2023 – July 28, 2023.

- The alternative work schedule will start no earlier than July 3, 2023 and end no later than July 28, 2023.
- The alternative work schedule will consist of working ten (10) hours per day for four (4) days per week.
- For the week of the July Fourth holiday, employees will work the typical 8-hour day work schedule July 5-7, 2023.
- Employee participation is strictly voluntary, and an employee may choose to work the alternate schedule for only a portion of the designated period.
- Employees choosing to participate in the alternative 4/10 work schedule will coordinate their schedule with their supervisor.

The district will also provide two annual wellness days as described below:

- Between the dates of July 3, 2023 and July 28, 2023, 260-day employees may take 2 (two) annual wellness days (regular 8-hour, or less for part-time employees). This day must be entered in the Frontline Absence Reporting system with the “annual wellness” absence reason.