

BARTLESVILLE PUBLIC SCHOOLS
2022-2023 WORK SCHEDULE
Non-Teaching EMPLOYEES

9 ½ Month Employees (Days School is in Session)

Position Code		Report to work	Last day of work
1100	Day's School In Session*	August 10, 2022	May 19, 2023
1101	Elementary Teacher Asst**	August 9, 2022	May 19, 2023
1105	Secondary Teacher Asst*	August 9, 2022	May 19, 2023
1108	Elementary Library Asst**	August 8, 2022	May 19, 2023
600	Secondary Library Asst*	August 8, 2022	May 19, 2023
2000	Less Than 4 Hours*	August 10, 2022	May 19, 2023
2100/2200	Bus Drivers*	August 8, 2022	May 19, 2023

- * Do not work spring Parent-Teacher Conferences or Virtual Learning Days.
- ** Do not work fall or spring Parent-Teacher Conferences or Virtual Learning Days.

- Day's school is in session and less than 4 hour employees will work ONE additional day prior to the start of school.
- Teacher assistants will work TWO additional days prior to the start of school.
- Bus drivers and library assistants will work THREE additional days prior to the start of school.
- Last day of work may be adjusted due to inclement weather days

9 ½ month employees (Days School is in Session)

Will not report to work on the following dates:

August 26	Virtual Learning
September 5	Labor Day Holiday
September 30	Virtual Learning
October 13 – 14	Fall Break
November 21 - 25	Thanksgiving Break (3 Holidays)
December 2	Virtual Learning
December 19 – January 2	Winter Break (3 Holidays)
January 16	Martin Luther King Day
February 17	Virtual Learning
February 20	President's Day
March 13 – 17	Spring Break
April 7	Non-School Day
April 28	Virtual Learning

10 Month Employees (218 days with vacation started before 7-1-08)

July 20, 2022	Report to work
May 19, 2023	Last day to work

10 month employees (218 days with vacation started before 7-1-08) will not report to work on the following dates:

September 5	Labor Day Holiday
November 23 - 25	Thanksgiving Holiday

December 23 - 26
January 2
**April 7

Christmas Holiday
New Year's Day Holiday
Good Friday Holiday

10 Month Employees (218 days with no vacation started after 7-1-08)

July 11, 2022
June 2, 2023

Report to work
Last day to Work

10 month employees (218 days with no vacation started after (7-1-08) will not report to work on the following dates:

September 5
October 13 – 14
November 21 - 25
December 19 – January 2
March 13 – 17
**April 7
May 29

Labor Day Holiday
Fall Break
Thanksgiving Break (3 Holidays)
Winter Break (3 Holidays)
Spring Break
Good Friday Holiday
Memorial Day Holiday

11 Month Employees (240 days with vacation started before 7-1-08)

July 5, 2022
June 5, 2023

Report to work
Last day to work

11 Month Employees (240 days with vacation started before 7-1-08) will not report to work on the following dates:

September 5
November 23 - 25
December 23 - 26
January 2
**April 7
May 29

Labor Day Holiday
Thanksgiving Holiday
Christmas Holiday
New Year's Day Holiday
Good Friday Holiday
Memorial Day Holiday

11 Month Employees (240 days no vacation started after 7-1-08)

July 5, 2022
June 28, 2023

Report to work
Last day to work

11 Month Employees (240 days no vacation started after 7-1-08) will not report to work on the following dates:

September 5
October 13 – 14
November 21 - 25
December 19 – January 2
March 13 – 17
**April 7
May 29

Labor Day Holiday
Fall Break
Thanksgiving Break (3 Holidays)
Winter Break (3 Holidays)
Spring Break
Good Friday Holiday
Memorial Day Holiday

12 Month Employees (260 days)

July 1, 2022
June 30, 2023

Report to Work
Last Day to Work

12 Month employees will not report to work on the following dates:

July 1	Non-Working Day
July 4	Independence Day Holiday
September 5	Labor Day Holiday
November 23 - 25	Thanksgiving Holiday
December 23 - 26	Christmas Holiday
January 2	New Year's Day Holiday
**April 7	Good Friday Holiday
May 29	Memorial Day Holiday

Leap Year Holiday – On Leap Year, 12-month employees will be entitled to one (1) floating additional day off from work to be taken when a substitute will not be required. Must be used between February 29th and June 30th of the leap year.

Holidays are paid days.

**If Good Friday is used as a school day, 10 & 11 month support employees will have their work calendar shortened by one day and all 12 month employees may take 1 paid day between Good Friday and June 30th.