

**MORONGO UNIFIED SCHOOL DISTRICT**  
**Human Resources**

From: Stacy Smalling, Assistant Superintendent, Human Resources

Subject: 2022-2023 Work Schedule

Below is the work schedule for classified employees working less than 12 months. The work schedule is to be followed as written.

<u>CLASSIFICATION:</u>	<u>START DATE</u>	<u>END DATE</u>	<u>WORK DAYS</u>	<u>MONTHS PAID</u>	<u>WORK:</u>	
					<u>11/02/22</u>	<u>03/22/23</u>
<b>Office Technician – Plus Program</b>	07/01/22	06/30/23	213	11	YES	YES
<b>IA/Behavior/Campus Sup – Plus Program</b>	07/01/22	06/30/23	205	11	YES	YES
<b>Secretary-School</b> Counseling Dept TPHS & YVHS	08/02/22	06/14/23	200	11	YES	YES
<b>Registrar</b> (TPHS, YVHS & Alternate Ed)	08/03/22	06/15/23	200	11	YES	YES
<b>Secretary - School</b> (LCMS, TPJH, YVHS, TPHS)	08/03/22	06/15/23	200	11	YES	YES
<b>Admin Assistant - Elem/Cont HS/ACCE</b>	08/03/22	06/15/23	200	11	YES	YES
<b>Admin Assistant - Dept/Program CWA</b>	08/11/22	06/26/23	200	11	YES	YES
<b>Office Technician - School</b>	08/08/22	06/13/23	195	11	YES	YES
<b>Office Assistant – School/Nutritional</b>	08/08/22	06/13/23	195	11	YES	YES
<b>Account Technician - ASB</b>	08/08/22	06/13/23	195	11	YES	YES
<b>Library Clerk</b>	08/10/22	06/15/23	195	11	YES	YES
<b>Library Technician</b>	08/10/22	06/15/23	195	11	YES	YES
<b>Health Technician</b>	08/08/22	06/08/23	192	11	YES	YES
<b>Warehouse Worker</b>	08/15/22	06/08/23	187	10	YES	YES
<b>Nutritional Service Managers</b>	08/15/22	06/09/23	187	10	NO	YES
<b>Nutritional Service Workers</b>	08/17/22	06/08/23	184	10	NO	YES
<b>Nutritional Service Site Supervisor</b>	08/17/22	06/08/23	184	10	NO	YES
<b>District Receptionist</b>	08/16/22	06/08/23	184	10	NO	NO
<b>Campus Safety Coordinator</b>	08/22/22	06/08/23	182	10	YES	YES
<b>Office Clerk - School</b>	08/22/22	06/08/23	182	10	YES	YES
<b>Instructional Assistants (all)</b>	08/22/22	06/08/23	182	10	YES	YES
<b>Job Coach</b>	08/22/22	06/08/23	182	10	YES	YES
<b>Secondary Campus Supervisor</b>	08/22/22	06/08/23	182	10	YES	YES
<b>Noon Supervisor</b>	08/22/22	06/08/23	180	10	NO	NO

All Nutritional Service employees and all employees whose position ending date is 06/08/23 are NOT to report to work when the District experiences a partial or complete interruption of its operations (BOE AR 4251.1) All days which must be made up because of school closure will be made up according to the dates listed on the school calendar.

SS:kl

UPDATED: 6/28/22