

American Academy
Employee Working Days

WORKING DAYS EACH MONTH: 2018 / 2019

	EDS / Executive Support Team / IT Dept. (not inc. Library Asst) / Registrar, Human Resources	Directors, Department Leads	Operations, Facilities, Business Services, Payroll	Assistants	IAS, Front Office	TEACHERS
July	10 10 days add'l	10 10 days add'l	14 14 days add'l	0	0	0 <i>NEW TEACHERS: AUGUST 13th-15th - 2 DAYS add'l THAN RETURNING</i>
August	23 6 days add'l	23 6 days add'l	23 6 days add'l	20 3 days add'l	20 3 days add'l	17 <i>RETURNING TEACHERS: AUGUST 13th</i>
September	19	19	19	18 1 day less	18 1 day less	19
October	17	17	20 3 days add'l	17	17	17
November	17	17	17	16 1 day less	16	17
December	14	14	17 3 days add'l	14	14	14
January	17	17	17	17	17	17
February	18	18	18	18	18	18
March	16	16	19 3 days add'l	16	16	16
April	22	22	22	21 1 day less	21 1 day less	22
May	22 4 days add'l	22 4 days add'l	22 4 days add'l	18	22 4 days add'l	18
June	10 10 days add'l	5 5 days add'l	15 15 days add'l	0	0	0
17/18 Days CP/MB	205	200	223	175 Last Day Worked May 24	179 Last Day Worked May 31	175 Last Day Worked May 24th
17/18 Days LM	208	203	230	183	183	179 179 New; 176 Returning Teachers
DIFFERENCE compared to 17-18 CP/MB	-3 Days	-3 Days	-7 Days	-8 Days	1 Days	-4 Days
DIFFERENCE compared to 17-18 LM		-3 Days		-3 Days	-4 Days	-5 Days
DIFFERENCE compared to 17-18 CP/MB	-1.4% Percentage	-1.5% Percentage	-3.0% Percentage	-4.4% Percentage	0.6% Percentage	-2.2% Percentage
DIFFERENCE compared to 17-18 LM		-1.5% Percentage		-1.7% Percentage	-2.2% Percentage	-2.8% Percentage
Additional IA Days					4	
Additional IA Days at Start of Year					2	
Additional IA Days at End of Year					4	
<i>Comparisons to Teacher Days</i>						177 New Teachers 175 Returning Teachers
More (Less)	30	25	48	0	4	
	30	25	48	0	4	
	0	0	0	0	0	

*Note: working days outside of the above plan may be agreed to, due to extenuating circumstances, at the discretion of the EDS (with employee signature)