

FREQUENTLY ASKED QUESTIONS ABOUT THE SCHOOL DISTRICT CALENDAR

Question:

If I am absent from work on Wednesday, November 26, 2025, will I be charged for a full day or a half-day?

Answer:

*You will be charged for a **half-day** (.5). If you are absent for part of the day, your accruals will be charged on a prorated basis, based on a half-day (.5).*

The reason for this is that this is a required half-day in the DFUT contract and a limited day for all other employees due to the required annual emergency drill.

Question:

If I am absent from work on any of the other half-days and/or early dismissals that will be scheduled during the school year, either on Wednesday or any other day, will I be charged for a full day or a half-day?

Answer:

*You will be charged for a **full day**. If you are absent for part of the day, your accruals will be charged on a prorated basis, based on a full day (1.0).*

The reason is that these are considered full days for the purpose of state requirements.

Question:

If there is a snow day, why is my absence still showing up in AESOP?

Answer:

Due to the volume of absences, absence requests submitted into AESOP prior to the announcement of a snow day are not deleted from AESOP. However, the absence request will not be charged against your accruals. To check your attendance balances, visit your Employee Self-Service portal on WinCapWEB.

Question:

I am a Teaching Assistant, Teacher Aide or Monitor. My contract says I only have to work 183 days but this calendar says staff work 185 days. What days do I get off?

Answer:

Teaching Assistants, Aides and Monitors will not be required to work on Tuesday, November 4, 2025 and Friday, June 26, 2026. You are expected to work on all other in-service days as well as the second Supt. Conference Day. Professional development activities will be designed by building and program administration.

Question:

I am a Permanent Substitute. What days do I have to work?

Answer:

Permanent Substitutes follow the teachers' 185-day calendar.

