

## MHSA STAFF FLEX TIME SCHEDULE

**Support Staff:** M-Th=33.0 hrs, F=4.5 hrs **Executive Staff:** M-Th=36.0 hrs, F=4.0 hrs

**Legend:** Lunches are shown in ( ); Red=Christmas Break; Green=No Flex

If you are working an event outside the office in any given week, you are not assigned as the "Friday" person but you should follow your regular daily hours, not flex hours.

(i.e. cross country, soccer tournament, football, volleyball tournament, basketball tournaments etc).

<b>Week (2010)</b>	<b>Amanda</b>	<b>Theresa</b>	<b>Janie</b>	<b>Brian</b>	<b>Scott</b>	<b>Jo</b>	<b>Mark</b>	<b>SS on Fri</b>	<b>ES on Fri</b>
August 16-20	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo
August 23-27	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark
August 30-Sept 3	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	8:00-5:00 (1)	8:00-5:00 (1)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Scott/Brian
Sept 6-10	<i>No Flex-Labor Day</i>							ALL	
Sept 13-17	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo
Sept 20-24	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	8:00-5:00 (1)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark/Scott
Sept 27-Oct 1	<i>No Flex-Board Meeting</i>							ALL	
October 4-8	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	8:00-5:00 (1)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Brian
October 11-15	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	8:00-5:00 (1)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo/Scott
October 18-22	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	8:00-5:00 (1)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	7:30-5:30 (1)	Amanda	Brian
October 25-29	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	8:00-5:00 (1)	Janie	Mark
November 1-5	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo
November 8-12	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	8:00-5:00 (1)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark/Brian
November 15-19	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	7:30-5:00 (1/2)	8:00-5:00 (1)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Scott
November 22-26	<i>No Flex-Board Meeting/Thanksgiving</i>							None	
Nov 29 - Dec 3	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	8:00-5:00 (1)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo/Brian
December 6-10	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark
December 13-17	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	7:30-5:00 (1/2)	8:00-5:00 (1)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Scott
December 20-24	<i>No Flex-Begin Christmas Break on Wednesday, December 22nd.</i>							None	
December 27-31	<i>Christmas Break</i>								

<b>Week (2011)</b>	<b>Amanda</b>	<b>Theresa</b>	<b>Janie</b>	<b>Brian</b>	<b>Scott</b>	<b>Jo</b>	<b>Mark</b>	<b>SS on Fri</b>	<b>ES on Fri</b>
January 2-6	<i>No Flex-Annual Meeting Prep/Ballots</i>							ALL	
January 10-14	<i>No Flex-Annual Meeting Prep/Ballots</i>							ALL	
January 17-21	<i>No Flex-Annual Meeting</i>							ALL	
January 24-28	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo
Jan 31-Feb 4	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark
February 7-11	<i>No Flex-Swimming / Wrestling</i>							ALL	
February 14-18	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	8:00-5:00 (1)	8:00-5:00 (1)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Scott/Brian
February 21-25	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo
Feb 28-March 4	<i>No Flex-Basketball</i>							ALL	
March 7-11	<i>No Flex-Basketball</i>							ALL	
March 14-18	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	8:00-5:00 (1)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark/Scott
March 21-25	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	8:00-5:00 (1)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Brian
March 28-Apr 1	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	8:00-5:00 (1)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo/Scott
April 4-8	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark
April 11-15	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	8:00-5:00 (1)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Brian
April 18-22	<i>No Flex-Good Friday</i>							ALL	
April 25-29	<i>No Flex-Easter/Board Meeting</i>							ALL	
May 2-6	8:15-5:00 (1/2)	8:00-4:00 (1/2)	7:30-4:15 (1/2)	7:30-5:00 (1/2)	7:30-5:00 (1/2)	8:00-4:30* (1/2)	7:30-5:30 (1)	Theresa	Jo
May 9-13	9:00-5:00 (1/2)	7:30-4:15 (1/2)	7:30-4:15 (1/2)	8:00-5:00 (1)	7:30-5:00 (1/2)	8:00-5:30 (1/2)	8:00-5:00 (1)	Amanda	Mark/Brian
May 16-20	8:15-5:00 (1/2)	7:30-4:15 (1/2)	8:00-4:00 (1/2)	7:30-5:00 (1/2)	8:00-5:00 (1)	8:00-5:30 (1/2)	7:30-5:30 (1)	Janie	Scott
May 23-27	<i>No Flex-Track &amp; Field/Softball/Tennis</i>							ALL	