

**KOKOMO SCHOOL CORPORATION
Teacher Flexible Work Day – Summer (Traditional)**

Please circle the date(s) you use as a Summer Teacher Flexible Work Day for the 2019-2020 Contract Year. Indicate “1” for full day or “1/2” for half day.

July 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
✘	✘	✘	✘	✘	✘	✘
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	✘	✘	✘

Thursday, August 1, 2019 – Professional Dev. Day
Friday, August 2, 2019 – Curriculum Day

School: _____

Teacher Name: _____

Teacher Signature: _____

Date: _____

Principal Signature: _____

Please submit to your school principal no later than August 5, 2019.

Note to Teachers:

*Flex days may be subdivided into half-day increments.

**Flex days must be worked at the physical location of your primary work assignment (i.e. not from home).

***August 1st and 2nd are not eligible as a flex day due to Prof. Dev. Day and Curriculum Day

Note to School Principal: Please attach to attendance reports.

**KOKOMO SCHOOL CORPORATION
Teacher Flexible Work Day – Winter (Traditional)**

Please circle the date(s) you use as a Winter Teacher Flexible Work Day for the 2019-2020 Contract Year. Indicate “1” for full day or “1/2” for half day.

December 2019/January 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
✘	✘	✘	✘	✘	✘	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	✘	✘	✘	✘	✘	✘

December 20, 2019 – Last Student Day Before Winter Recess
January 6, 2020 – First Student Day of Second Semester

School: _____

Teacher Name: _____

Teacher Signature: _____

Date: _____

Principal Signature: _____

Please submit to your school principal no later than January 6, 2020.

Note to Teachers:

*Flex days may be subdivided into half-day increments.

**Flex days must be worked at the physical location of your primary work assignment (i.e. not from home).

Note to School Principal: Please attach to attendance reports.