



GARLAND INDEPENDENT SCHOOL DISTRICT

DATE: March 31, 2023

TO: All 12 Month Employees

FROM: Dr. Gradyne Brown, Assistant Superintendent Human Resources

RE: 12 Month Employee 2023 Summer Work Schedule
(Based on the 2023-2024 calendar approved by Board of Trustees)

The schedule below applies to employees who normally follow the school calendar and do not work during school holidays. Employees who do not follow the school calendar or work more than 226 days will follow specific department schedules.

Please use the following schedule and information for summer 2023 work schedules:

Four –Day Work Week Schedule

June 5, 2023 – July 13, 2023

Monday – Thursday 7:30am – 5:00pm (one-hour lunch)

Note: July 17, 2023 – Resume regular five-day work week

All facilities and departments will be closed on Fridays, with the exception of the Maintenance Department.

Summer Shutdown

July 3, 2023 – July 7, 2023 - Central offices will be closed.

July 10, 2023 - All offices reopen with full staffing.

Reminder

In order to provide for a smooth beginning of the school year, extended vacation or compensatory time **should not** be taken from July 13, 2023 through August 30, 2023, unless those requests are specifically reviewed and approved in advance by the appropriate supervisor.

Return Date

Please use the below schedule to determine the date that you need to return to work for the beginning of the 2023-2023 school year.

2023-2024 Employee Assignment - Start and End Dates Calendar

All employees must report to work by the following dates for their specific number of workdays based on their assignment.

10 MONTH EMPLOYEE ASSIGNMENT DAYS	START DATE	END DATE
175	08/08/23	05/30/24 ¹
180	08/01/23	05/30/24 ¹
181	08/01/23	05/31/24 ¹
182	07/31/23	05/31/24 ¹
185	07/31/23	06/05/24 ¹
186	08/02/23	05/31/24
187	08/01/23	05/31/24
188	07/31/23	05/31/24
189	07/28/23	05/31/24
191	07/26/23	05/31/24
192	07/25/23	05/31/24
193	07/24/23	05/31/24
196	07/24/23	06/05/24
197	07/24/23	06/06/24

11 MONTH EMPLOYEE ASSIGNMENT DAYS	START DATE	END DATE
198	07/24/23	06/07/24
202	07/11/23	05/31/24
203	07/17/23	06/07/24
205	07/17/23	06/11/24
206	07/17/23	06/12/24
210	07/17/23	06/18/24
214	07/11/23	06/17/24

12 MONTH EMPLOYEE ASSIGNMENT DAYS	START DATE	END DATE
215	07/17/23	06/25/24
217	07/17/23	06/27/24
220	07/10/23	06/25/24
223	07/10/23	07/28/24
225	07/01/23	06/30/24 ³
226	07/01/23	06/30/24 ³
236	07/01/23	06/30/24 ²
260	07/01/23	06/30/24 ²

Notes:

¹ Employee does not work student holidays (09/01/23, 11/07/23, 01/04/24, 01/05/24, 02/19/24, 04/01/24)

² Trades and auxiliary employees who work 236-260 workdays will follow the schedule outlined by their department director or supervisor.

³ Employees who work 225 or 226 days will need to report to work or work remotely with their supervisors' approval as follows:

225 Employees – January 2 – 3, 2024

226 Employees – October 9, 2023, Jan. 2 – 3, 2024



GARLAND INDEPENDENT SCHOOL DISTRICT

DATE: March 31, 2023
TO: All GISD Staff
FROM: Tara Sowels, Director of Multilingual Programs
RE: TXEL.org



The Texas Education Agency (TEA) English Learner Support Division has created a helpful website to support educators and families with Emergent Bilingual (EB) learners. Part of Senate Bill 560 includes a strategic plan to increase the awareness for our EB parents/students. To ensure equity for EB students in Texas, educators at all levels and families need access to relevant information and impactful resources that will ensure the academic success of EB students.

This website offers resources for classroom teachers, educators, parents and families. Garland ISD is currently participating in a pilot with TEA to market and increase awareness of this website to EB families and educators. Please share this information with parents and families of our EB students.

Our goal is to increase usage and subscribers to the website, via our GISD email accounts and unique IP addresses for our parents and families.

Check out the website and subscribe today!

[TXEL.org](https://www.txel.org)