

**KILLEEN INDEPENDENT SCHOOL DISTRICT  
2024-2025 DUTY CALENDAR**

The anticipated 2024-2025 beginning and ending dates for teachers, administrators, professional support, secretaries, aides, and classified personnel are listed below. The teacher calendar (first workday of August 1, 2024 and last workday of May 23, 2025) assumes a 10-month work year.

Note: These dates are subject to change due to bad weather, legislative changes, or other unforeseen circumstances.

<u>Work Days</u>	<u>First Duty Day</u>	<u>Last Duty Day</u>	<u>Calendar Name</u>
(1) 256	July 1, 2024	June 30, 2025	260A
(2) 222	July 1, 2024	June 30, 2025	226A
216	July 8, 2024	June 16, 2025	220A
211	July 8, 2024	June 9, 2025	215A/215B
206	July 8, 2024	June 2, 2025	210A
(3) 206	July 15, 2024	June 9, 2025	210B
201	July 15, 2024	June 2, 2025	205A
(4) 199	July 15, 2024	May 29, 2025	203A
198	July 15, 2024	May 28, 2025	202A
194	July 22, 2024	May 29, 2025	198A
194	July 17, 2024	May 23, 2025	198B
191	July 25, 2024	May 29, 2025	195A
189	July 24, 2024	May 23, 2025	193A/193B
183	August 1, 2024	May 23, 2025	187A
(5) 176	August 7, 2024	May 23, 2025	180B/180C
(6) 174	August 9, 2024	May 23, 2025	178A

- (1) Includes 12 paid holidays (2024: July 4, September 2, November 11, November 27, November 28, November 29, December 25, December 26; 2025: January 1, January 20, May 26, and June 19) AND five non-working days (2024: July 5; October 14; 2025: January 2, March 21; and June 30)
- (2) Includes week of July 1-5, 2024 as non-working days
- (3) JROTC Instructors and Public Information Assistant
- (4) Secondary Counselors (199) may work a maximum of five (5) days during the summer as agreed upon by the campus principal. Days earned and used must be tracked through the payroll management system. These days must be earned and used within the same contract year (July 1 to June 30).
- (5) Crossing Guards, School Nutrition Managers/Assistant Managers, and Bus Drivers (includes October 11, February 17, and March 14 as non-working days)
- (6) School Nutrition Workers (includes October 11, February 17, and March 14 as non-working days)

Beginning and/or ending dates may be adjusted for SECRETARIES AND AIDES on a comp time basis with prior approval of their supervisors. **Such changes MUST be documented in a memo forwarded to the Director for Auxiliary Human Resources prior to the effective date of the adjustment.** (See [Administrative Procedure VI-WW](#) regarding "comp time.")

Adjustments in the schedules for PROFESSIONAL PERSONNEL whose work year exceeds 183 days may be made with prior approval of the appropriate supervisor on a comp time using district timekeeping software.

DATE: March 2024  
May 2023

CONTACT: Assistant Superintendent for Human Resources