



Hidalgo County Head Start Program

Policy Council Agenda

DATE: May 21, 2008

SUBJECT: Discussion/Approval of Summer Work Schedule

RATIONALE/NEED: The Administration Office Staff would like to work the four (4) day week this summer. The day will begin at 7:00 a.m. and end at 6:00 p.m. including one (1) hour for lunch. Administration Office staff were allowed to vote for this schedule and most everyone preferred to follow it.

RECOMMENDATION: Administration recommends approval.

COST: N/A

RELATED INFORMATION INCLUDES: Summer Work Schedule

INITIATED BY:  Teresa Flores, Executive Director

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL: 

Summer Schedule

June 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
		7:00 A.M. to 6:00 P.M.			Off	
8	9	10	11	12	13	14
		7:00 A.M. to 6:00 P.M.			Off	
15	16	17	18	19	20	21
		7:00 A.M. to 6:00 P.M.			Off	
22	23	24	25	26	27	28
		Administration Office Closed				
29	30					
	Administration Office Closed					

July 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
		Administration Office Closed				
6	7	8	9	10	11	12
		Administration Office Closed				
13	14	15	16	17	18	19
	Administration Office Closed	7:00 A.M. to 6:00 P.M.			Off	
20	21	22	23	24	25	26
		7:00 A.M. to 6:00 P.M.			Off	
27	28	29	30	31		
		Regular Schedule 8:00 A.M. to 5:00 P.M.				