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**MEMORANDUM**

**TO:** Early Learning Teachers and Paraprofessionals

**FROM:** Human Resources/Labor Relations  
 Maria Ceballos, Executive Officer, Early Learning Department

**REGARDING:** CLASSIFIED/CERTIFICATED DUTY YEAR FOR 2024-2025  
**DATE:** April 22, 2024

Duty Year (School Days Only)	Start/End Date	Professional Learning	Family Connections "Meet and Greet"	First/Last Day with Students
<b>Preschool Teacher</b>  (183 Duty Days – 10 months)  Student Days 175	<u>Start Date</u> August 14, 2024  <u>End Date</u> June 10, 2024	<u>Institute Days</u> August 15, 2024 August 16, 2024  <u>Buyback Days</u> August 14, 2024 October 18, 2024 March 14, 2025	<u>Family Connection Orientation</u> August 19, 20, and 21, 2024	<u>First Day</u> August 22, 2024  <u>Last Day</u> June 10, 2025
<b>Child Development Paraprofessional</b> (193 Duty Days-9 months) 175 Student Days 12 Holidays  <b>Non-duty days for Preschool Paraprofessionals:</b> August 14, 2024 August 15, 2024 June 11, 2025 June 12, 2025	<u>Start Date</u> August 16, 2024  <u>End Date</u> June 10, 2025	<u>Buyback Days</u> October 18, 2024 March 14, 2025  <u>Institute Day</u> August 16, 2024	<u>Support teachers with Family Connection Orientation</u> August 19, 20, and 21, 2024	

Please note three days are allotted for Family Connections, providing the opportunity for teachers and paraprofessionals to begin building relationships with families and students using the Family Languages and Interests Interview and Ages and Stages Questionnaires and onboard families with Learning Genie sign in and out process.

If you have any questions regarding this memorandum, you may contact Kim Beckwith Preschool Manager at 457-3690 or Maria Ceballos Executive Officer at 457-3623.

Thank you,

Maria Ceballos Tapia  
 Executive Officer  
 Early Learning Department  
 Fresno Unified School District  
 Office (559) 457-3685  
 cc: Office Manager

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