

The following MCCSC employees are expected to report to work in building on Friday, March 13, 2020 and the week of March 23rd – 27th, 2020.

- Central Office Administration and staff
- Building Principals and Assistant Principals
- Administrative Assistants
- Instructional Technology
- Health Services (as needed)
- Custodial
- Maintenance
- Food Service
- Transportation (as needed)

If your employee group is not listed above, you *do not* report during this time period.

Those who typically work during Spring Break (March 16<sup>th</sup> -20<sup>th</sup>, 2020) will continue as normal.

Support Staff Orientation scheduled for Wednesday, March 25<sup>th</sup> has been postponed.

Teachers will be continuing the educational process remotely beginning March 25<sup>th</sup> through May 1<sup>st</sup>, 2020.

**Please know that regularly scheduled employees will be paid during this time period.**

Employees on MCCSC Health Plan: Please see email (sent 3/17/2020) about the Wellness Center Hotline.