

Director's Bulletin

June 9, 2011

Every Student, Every Day

Board Employee Recognition Evening

Thank you to all the Trustees who were able to attend the annual Board Employee Recognition Evening. I think you will agree it was another successful evening that provided you with the opportunity to recognize the contributions of our valuable employees. The social time is always a highlight allowing you time to talk to many people in a relaxed setting. Feedback from staff has once again been very positive.



Summer Hours at the Board Offices and Schools

With summer fast approaching, I thought it was timely to share with you the hours of operation at the Education Centres. As some of you are aware, the hours of operation for the Board Offices in the summer are Monday to Thursday, 8:00 a.m. to 3:00 p.m. Since amalgamation, Board Office employees work 'summer hours' during July and August. Each employee works an extra 15 minutes every day all year to earn Fridays off in the summer. The Chatham Office is closed with contact information posted on the door. To handle any emergencies, the Switchboard Operator works Fridays in the Sarnia Office and the Director and Superintendents take turns providing coverage. These individuals take the following Monday off.

Elementary schools are closed during the summer and reopen the week before school resumes. Secondary schools are open for most of the summer. Each secondary school determines a week or two of shut down and provides Administration with a schedule and emergency contact names and numbers.

Every school provides Administration with a summer schedule of emergency contact names and numbers.

Up Coming Events

- **Governance Workshop, Bill 177 June 14 @ 4:00 p.m.**
- **Trustee Group Picture June 14 @ 5:00 p.m.**



**Lambton Kent
District School Board**

Student Achievement ✓ *Community Success*

Jim Costello, Director of Education