



Administrative Assistants

Staff Snapshots represent our current expected scenario for each staff group. The details are subject to change, should a 4-day school week come into effect.

VISIT WWW.LRSD.CA/4DAYWEEK FOR A [DRAFT 2025-2026 SCHOOL YEAR CALENDAR](#)

WAGES & COMPENSATION

We are looking at options to maintain current wages and compensation, and options for staff who choose to reduce hours voluntarily.

HOURS OF WORK

- Required to work operational days (177 draft 2025-2026 compared to 198 operational days 2023-2024) but may voluntarily reduce FTE.
- Staff would work a similar number of hours, but reconfigured during the week.

SCHEDULED FRIDAYS

- Operational Fridays for professional development, staff meetings, etc.
- Potentially flexible end times for site-based (1:30pm) and Divisional (3:00pm).
- Potentially flexible in-person and virtual opportunities.

OPPORTUNITIES

Opportunity for uninterrupted work time and increased professional development on Fridays.

www.lrsd.ca/4dayweek

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