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SUPERINTENDENT OF SCHOOLS



May 7, 2018

INFORMATION

TO: Campus and Central Staff
FROM: Karry Chapman, Chief, Human Capital Management
SUBJECT: Summer Dress Code

Summer weather is around the corner. The district will implement a summer dress code to assist employees in coping with the associated warmer temperatures. The goal is for all employees to continue to present a professional image to students, parents, and community while also being comfortable as they perform their normal work duties. However, it will be important that for specific occasions or formal meetings, employees adhere to the appropriate business attire guidelines.

The summer dress code will be in effect beginning **June 4, 2018** and continue through **September 28, 2018**.

Please remember that 'relaxed' does not mean disheveled or untidy, the dress code requires appropriate apparel at all times [see [DH \(LOCAL\)](#)]. Highlights of the business casual dress code are attached.

Attachment

Approved:

A handwritten signature in blue ink that reads "Karry Chapman". The signature is written in a cursive style and is positioned above a horizontal line.

Karry Chapman, Chief of Human Capital Management