



2009-2010 Twelve-Month Employee Holiday Calendar

| | | <u>Days</u> |
|-----------------|---------------------------------|-------------|
| July 3 | Independence Day | 1 |
| September 7 | Labor Day | 1 |
| November 11 | Veterans Day (observed) | 1 |
| November 26, 27 | Thanksgiving Holiday | 2 |
| December 24, 25 | Winter Holiday | 2 |
| January 1 | New Year's Holiday | 1 |
| January 18 | Martin Luther King, Jr. Holiday | 1 |
| April 2 | Spring Holiday | 1 |
| May 31 | Memorial Day (observed) | 1 |
| TOTAL | | 11 |

All eleven-month employees will follow the twelve-month employee calendar.

Campus-based twelve-month employees may schedule annual leave during the student winter holiday (December 23 – December 31) with the consent of their principals. It is our intent for schools to be closed to the public during that time.

Central administrative offices will be closed to the public from December 24 through January 1. Employees may elect to use annual leave on December 23 and December 28 – 31.