



June, 2017

TO: All Administrators
 FROM: Human Resources
 RE: **Early Dismissal Days 2017-18 (Revised June, 2017)**

Below are the dates staff will be allowed to leave the building fifteen (15) minutes earlier than the regular dismissal time.

September 1, 2017	All Staff	Beginning of Labor Day Weekend
November 21, 2017	Paras, CNA/CMA's	Beginning of Thanksgiving Break
November 21, 2017	Van Drivers, Hall Monitors	Beginning of Thanksgiving Break
November 21, 2017	Accompanists	Beginning of Thanksgiving Break
November 21, 2017	Food Service	Beginning of Thanksgiving Break
November 22, 2017	Certified Staff, T.A.P. Interns	Beginning of Thanksgiving Break
November 22, 2017	Secretaries, Bilingual Liaisons	Beginning of Thanksgiving Break
November 22, 2017	Custodians	Beginning of Thanksgiving Break
December 22, 2017	All Staff (Except 12 Month)	Beginning of Winter Break
December 22, 2017	12 Month Staff	Day Before Winter Holiday
December 29, 2017	12 Month Staff	Day Before New Year Holiday
March 16, 2018	All Staff (Except 12 Month)	Beginning of Spring Break
March 22, 2018	12 Month Staff	Day Before Spring Holiday
May 25, 2018	All Staff	Beginning of Memorial Day Weekend
July 3, 2018	12 Month Staff	Day Before July 4th Holiday

***If you have responsibilities for supervision of students, early dismissal will not apply until your responsibility has been met.**