



February 2019

TO: All Administrators
 FROM: Human Resources
 RE: **Early Dismissal Days 2019-2020**

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

August 30, 2019	All Staff	Beginning of Labor Day Weekend
November 26, 2019	Paras, CNA/CMA's	Beginning of Thanksgiving Break
November 26, 2019	Van Drivers, Hall Monitors	Beginning of Thanksgiving Break
November 26, 2019	Accompanists	Beginning of Thanksgiving Break
November 26, 2019	Food Service	Beginning of Thanksgiving Break
November 27, 2019	Certified Staff, T.A.P. Interns	Beginning of Thanksgiving Break
November 27, 2019	Secretaries, Bilingual Liaisons	Beginning of Thanksgiving Break
November 27, 2019	Custodians	Beginning of Thanksgiving Break
December 20, 2019	All Staff (Except 12 Month)	Beginning of Winter Break
December 23, 2019	12 Month Staff	Day Before Winter Holiday
December 30, 2019	12 Month Staff	Day Before New Year Holiday
March 13, 2020	All Staff (Except 12 Month)	Beginning of Spring Break
March 19, 2020	12 Month Staff	Day Before Spring Holiday
May 22, 2020	All Staff	Beginning of Memorial Day Weekend
July 2, 2020	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.