



May 2023

TO: All Administrators
FROM: Human Resources
RE: Early Dismissal Days 2023-2024

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

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

September 1, 2023	All Staff	Beginning of Labor Day Weekend
November 21, 2023	Paras, CNA/CMA's	Beginning of Thanksgiving Break
November 21, 2023	Van Drivers, Campus Security	Beginning of Thanksgiving Break
November 21, 2023	Accompanists	Beginning of Thanksgiving Break
November 21, 2023	Food Service	Beginning of Thanksgiving Break
November 21, 2023	Certificated Staff, TAP Interns	Beginning of Thanksgiving Break
November 22, 2023	Secretaries, Bilingual Liaisons	Beginning of Thanksgiving Break
November 22, 2023	Custodians	Beginning of Thanksgiving Break
December 20, 2023	All Staff (Except 12 Month)	Beginning of Winter Break
December 21, 2023	12 Month Staff	Day Before Winter Holiday
December 28, 2023	12 Month Staff	Day Before New Year Holiday
April 5, 2024	All Staff w/ 1.0T & (2)T	12 Month Staff Spring Holiday
May 24, 2024	All Staff	Beginning of Memorial Day Weekend
July 3, 2024	12 Month Staff	Day Before July 4th Holiday