

2023-24 EMPLOYEE CALENDAR

- Employee Start/End Dates
- Early Release Day
- Schools & Offices Closed
- Work Day - identified staff
- Work Day - 12-month staff
- Additional Days Sched. by Supervisor

JULY 2023

S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST 2023

S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2023

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER 2023

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22	23	24	25	26	27	28
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NOVEMBER 2023

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DECEMBER 2023

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JANUARY 2024

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FEBRUARY 2024

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25	26	27	28	29		

MARCH 2024

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APRIL 2024

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28	29	30				

MAY 2024

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19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2024

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
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JULY

July 3	Report for duty - 12-month employees
July 4	Independence Day Holiday - no employees report
July 7,14,21,28	Summer work schedule - no employees report

AUGUST

August 1	Report for duty- *200+ Days 11-month Positions (Athletic Director, NJROTC Instructor and Middle School Counseling Director), Clerical (217)
August 2	Report for duty- *200+ Days (non 11-month Positions), School Psychologists, Social Workers
August 4,11	Summer work schedule - no employees report
August 9	Report for duty- Bus Dispatchers, Clerical (197)
August 14	Report for duty - Cafeteria Managers, New Teachers
August 16	Report for duty- Health Services
August 17	Report for duty- Teachers, Para-Educators, Registered Behavior Technicians, Instructional Associates
August 18-25	Para-Educator and Instructional Associates Flex Days - scheduled by supervisor
August 21	Report for duty- Clerical (185), Custodians, Interpreters, School Security Officers
August 28	Report for duty- Bus Drivers/ Assts., Cafeteria Workers, Crossing Guards

SEPTEMBER

September 1	Student Holiday- work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Clerical (197,217), Bus Dispatchers (197)
September 4	Labor Day - no employees report

OCTOBER

October 2	Student Holiday - all staff report
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NOVEMBER

November 7	Election Day - work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Health Services, Clerical (197, 217)
November 22-24	Thanksgiving Break - no employees report

DECEMBER

December 20-29	Winter Break- no employees report **December 20 is a designated 12-month employee work day
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NOTE: The planning calendar includes 178 student days. Make up days will be determined at the discretion of the Superintendent using a combination of banked time, holidays and teacher workdays.

JANUARY

January 1	Winter Break- no employees report
January 2	Staff Development Day- work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Clerical (197, 217), Bus Dispatchers (197)
January 15	Martin Luther King, Jr. Day - no employees report
January 25	Student Early Dismissal
January 26	Staff Development Day- work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Health Services, Clerical (197, 217), Bus Dispatchers (197)

FEBRUARY

February 19	Presidents' Day - no employees report
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MARCH

March 5	Student Holiday - all staff report
March 29	Student Early Dismissal

APRIL

April 1-5	Spring Break- no employees report **April 2-3 are required leave for 12-Month employees
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MAY

May 3	Student Early Dismissal
May 27	Memorial Day - no employees report

JUNE

June 7	Student Early Dismissal Last day to report - Clerical (185), Custodians, School Security Officers, Interpreters, Bus Drivers/ Assts, Cafeteria Managers/Workers, Crossing Guards, Custodians, Health Services, Para-Educators, Registered Behavior Technicians, Instructional Associates
June 10	Teacher Workday Last day to report - Teachers, Clerical (197), Bus Dispatchers (197)
June 19	Juneteenth - no employees report
June 27	Last day to report - *200+ Days, School Psychologists, Social Workers, Clerical (217), 12-month Employees
June 14,21, 28	Summer work schedule - no employees report

*Positions with a June 27, 2024 end date reflects mandatory four 10-hour summer schedule. Summer schedule each year begins the week after the last day of school and ends the Friday before New Teacher Orientation. Additional days scheduled by supervisor for Bus Drivers/ Assts., Cafeteria Managers, School Psychologists, Social Workers, and *200+ day positions *200 Day Positions Contracted to Work Extra Days (# of extra days is position-specific) are as follows:*

- Those considered 11-month positions includes Athletic Director, NJROTC Instructor and MS Counseling Director
- All others includes Activity Coordinator, (HS), ACC, Band, Department Head, Lead Counselor, IIC, Library Media Specialist, Math Coach, CTE Marketing/Technology Education (MS & HS), Program Coordinator, Reading Literacy Coach, School Counselor (MS & HS)

