

2024-25

EMPLOYEE CALENDAR

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

JULY		DECEMBER	
July 1	Report for duty -12-month employees	December 23-31	Winter Break- no employees report **December 23 is a designated 12-month employee work day
July 4	Independence Day - no employees report	JANUARY	
July 5,12,19,26	Summer schedule - no employees report	January 1-3	Winter Break- no employees report
July 29	Report for duty - Clerical (217)	January 20	Martin Luther King, Jr. Day - no employees report
AUGUST		January 24	Student Early Dismissal
August 1	Report for duty- *200+ Days 11-month Positions (Athletic Director, NJROTC Instructor and Middle School Counseling Director)	January 27	Staff work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Health Services, Clerical (197, 217), Bus Dispatchers
August 2,9	Summer schedule - no employees report	FEBRUARY	
August 5	Report for duty- *200+ Days (non 11-month Positions), School Psychologists, Social Workers	February 17	Presidents' Day - no employees report
August 8	New Employee Orientation	MARCH	
August 12	Report for duty - Cafeteria Managers, Bus Dispatchers, Clerical (197)	March 3	Staff Development Day - work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Health Services, Bus Dispatchers, Clerical (197, 217)
August 13	Report for duty- Health Services	APRIL	
August 14	Report for duty- Teachers, Para-Educators, Oral Comm. Facilitators, Registered Behavior Technicians, Instructional Assoc.	April 4	Student Early Dismissal
August 15-23	Para-Educators, Oral Comm. Facilitators, Registered Behavior Technicians, Instructional Assoc. Flex Days - scheduled by supervisor	April 7-11	Spring Break- no employees report **April 8-9 are required leave for 12-Month employees
August 19	Report for duty- Clerical (185), Custodians, Interpreters, School Security Officers	MAY	
August 26	Report for duty- Bus Drivers/Assts., Cafeteria Workers, Crossing Guards	May 2	Student Early Dismissal
August 30	Staff work day for 12-month, *200+ Days, Teachers	May 26	Memorial Day - no employees report
SEPTEMBER		JUNE	
September 2	Labor Day - no employees report	June 11	Student Early Dismissal Last day to report - Clerical (185), Custodians, School Security Officers, Interpreters, Bus Drivers/Assts, Cafeteria Managers/Workers, Crossing Guards, Health Services, Para-Educators, Oral Comm. Facilitators, Registered Behavior Technicians, Instructional Assoc.
OCTOBER		June 12	Teacher Workday Last day to report - Teachers
October 4	Staff work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Bus Dispatchers, Clerical (197, 217)	June 13	Last day to report - Clerical (197), Bus Dispatchers (197)
NOVEMBER		June 19	Juneteenth - no employees report
November 4-5	Staff work day for 12-month, *200+ Days, Teachers, Social Workers, School Psychologists, Bus Dispatchers, Clerical (197, 217), Health Services report only on 11/5	June 20,27	Summer work schedule - no employees report
November 27-29	Thanksgiving Break- no employees report	June 30	Last day to report - *200+ Days, School Psychologists, Social Workers, Clerical (217), 12-month Employees

JULY 2024							AUGUST 2024							SEPTEMBER 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					
OCTOBER 2024							NOVEMBER 2024							DECEMBER 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
JANUARY 2025							FEBRUARY 2025							MARCH 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1								1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29
														30	31					
APRIL 2025							MAY 2025							JUNE 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30					

NOTE: The planning calendar includes 180 student days. Make up days will be determined at the discretion of the Superintendent using a combination of banked time, holidays and teacher workdays.

Positions with a June 30, 2025 end date reflects mandatory four 10-hour summer schedule. Summer schedule begins the week after the last day of school and ends on the Monday after New Employee 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)

