

ENCORE JR/SR HIGH SCHOOL FOR THE PERFORMING AND VISUAL ARTS

ADMINISTRATIVE STAFF WORK CALENDAR 2023-2024

JULY							August							September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31					13							23							20
October							November							December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
						22							16	31						15
January							February							March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
						17							19	31						16
April							May							June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
						22							21	30						14

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ADMINISTRATIVE STAFF WORK CALENDAR 2023-2024

2023-24		WORK DAYS	<u>OBSERVED HOLIDAYS</u>	SCHOOL CLOSED
JULY		13	1	7
AUGUST (Monday August 7 is First Day of School)		23	0	0
SEPTEMBER		20	1	0
OCTOBER (Saturday October 21 is Carnival)		22	1	0
NOVEMBER		16	3	3
DECEMBER		15	2	4
JANUARY		17	2	4
FEBRUARY		19	2	0
MARCH		16	0	5
APRIL		22	0	0
MAY (May 23 is Last Day of School & Graduation)		21	2	0
JUNE		14	1	5
TOTAL WORK DAYS 2023-24		218	15	28
STAFF PROFESSIONAL DEVELOPMENT- HALF DAY INTRUCTION			OBSERVED HOLIDAYS AND SCHOOL CLOSED DAYS	
8/18/2023	Staff PD #1		7/4/2023	Independence Day
9/22/2023	Staff PD #2		9/4/2023	Labor Day
10/13/2023	Staff PD #3		10/9/2023	Indigenous Peoples' Day
1/26/2024	Staff PD #4		11/10/2023	Veterans Day
2/23/2024	Staff PD #5		11/20/2023- 11/24/2023	Thanksgiving Break (Nov 20-22 School Closed; Nov 23-24 Paid Observed Holiday)
3/15/2024	Staff PD #6		12/22/2023 - 1/05/2024	Winter Break (Dec 22, 25 and Jan 1 Paid Observed Holidays; other days School Closed)
			1/15/2024	Martin Luther King Jr. Day
STAFF INSERVICE DAYS (PUPIL FREE DAYS)			2/12/2024	Lincoln's Birthday
August 1-4, 2023	4		2/19/2024	Presidents' Day
October 21, 2023 (Carnival)	1		3/25/2024- 3/29/2024	Spring Break (School Closed)
December 21, 2023	1		5/24/2023	Local Observed School Holiday (Paid)
May 28 - 30, 2024	3		5/27/2024	Memorial Day
			6/19/2024	Juneteenth
ADMINISTRATIVE STAFF WORK DAYS			Observed (Paid) Holidays = 15 days	
Total Work Days 23-24 Year**		218	** Hourly staff may have additional work days as determined by their job function	