

Maintenance and Custodial

Holiday Schedule

2024-2025

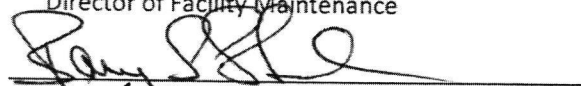
INDEPENDENCE DAY.....July 4, 2024
LABOR DAY.....September 2, 2024
THANKSGIVING.....November 28, 29, 2024
WINTER BREAK*December 23, 24, 25, 26, & 27, 2024
NEW YEARS DAY.....January 1, 2025
GOOD FRIDAY.....April 18, 2025
BATTLE OF FLOWERS.....May 2, 2025
MEMORIAL DAY.....May 26, 2025

SUBMITTED BY:


Dan Lugo

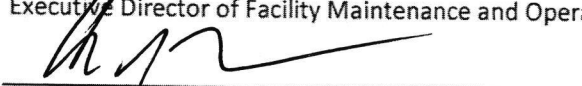
Director of Facility Maintenance

APPROVED:


Dr. Barry Lanford

Executive Director of Facility Maintenance and Operations

APPROVED:


Dr. Anthony Mitchell

Chief Operations Officer

*Winter Break is December 23, 24, 25, 26, & 27. December 24 & 25 are paid holidays. Employees may use sick leave, personal leave, vacation, leave without pay or any combination of the above for December 23, 26, & 27 to make up the 40-hour work week.

SECOND SHIFT HOLIDAY SCHEDULE
FISCAL YEAR 2024-2025 (July 1, 2024 thru June 30, 2025)
(260 Days)

Independence Day - Week of July 3rd thru July 7th

Monday 07/01	Tuesday 07/02	Wednesday 07/03	Thursday 07/04	Friday 07/05
11:30 AM to 11:00 PM (11 hrs)	11:30 AM to 11:00 PM (11 hrs)	12:30 PM to 11:00 PM (10 hrs)	HOLIDAY	OFF

Labor Day - Week of September 2nd thru September 6th

Monday 09/02	Tuesday 09/03	Wednesday 09/04	Thursday 09/05	Friday 09/06
HOLIDAY	12:30 PM to 11:00 PM (10 hrs)	11:30 AM to 11:00 PM (11 hrs)	11:30 AM to 11:00 PM (11 hrs)	OFF

Thanksgiving - Week of November 25th thru November 29th

Monday 11/25	Tuesday 11/26	Wednesday 11/27	Thursday 11/28	Friday 11/29
10:30 AM to 11:00 PM (12 hrs)	10:30 AM to 11:00 PM (12 hrs)	HOLIDAY	HOLIDAY	OFF

Winter Break - Week of December 23rd thru December 27th

Monday 12/23	Tuesday 12/24	Wednesday 12/25	Thursday 12/26	Friday 12/27
SHUT DOWN	HOLIDAY	HOLIDAY	SHUT DOWN	SHUT DOWN

New Years - Week of December 30th thru January 3rd

Monday 12/30	Tuesday 12/31	Wednesday 01/01	Thursday 01/02	Friday 01/03
11:30 AM to 11:00 PM (11 hrs)	12:30 PM to 11:00 PM (10 hrs)	HOLIDAY	11:30 AM to 11:00 PM (11 hrs)	OFF

Good Friday - Week of April 14th thru April 18th

Monday 04/14	Tuesday 04/15	Wednesday 04/16	Thursday 04/17	Friday 04/18
11:30 AM to 11:00 PM (11 hrs)	11:30 AM to 11:00 PM (11 hrs)	12:30 PM to 11:00 PM (10 hrs)	HOLIDAY	OFF

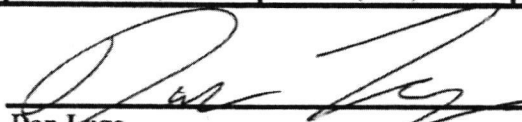
Battle of Flowers - Week of April 28th thru May 2nd

Monday 04/28	Tuesday 04/29	Wednesday 04/30	Thursday 05/01	Friday 05/02
11:30 AM to 11:00 PM (11 hrs)	11:30 AM to 11:00 PM (11 hrs)	12:30 PM to 11:00 PM (10 hrs)	HOLIDAY	OFF

Memorial Day - Week of May 26th thru May 30th

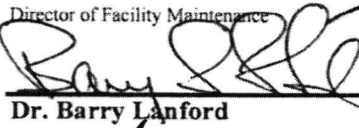
Monday 05/26	Tuesday 05/27	Wednesday 05/28	Thursday 05/29	Friday 05/30
HOLIDAY	12:30 PM to 11:00 PM (10 hrs)	11:30 AM to 11:00 PM (11 hrs)	11:30 AM to 11:00 PM (11 hrs)	OFF

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Dan Lugo

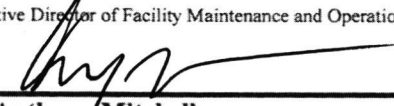
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