

**SCHOOL DISTRICT OF CLAY COUNTY**  
**Employee Work Year Calendar**  
**2012-2013**

Monday, July 2, 2012..... First Day, All 12-Month Personnel (4-Day Week)

Wednesday, July 4, 2012..... Independence Day, Non-Working Day, *ALL PERSONNEL*

**Tuesday, July 24, 2012**..... First Day, 11-Month Personnel, Instructional and Support

Tuesday, August 7, 2012..... First Day, 10-Month Personnel, Instructional, Support and Cafeteria Managers

Friday, August 10, 2012..... First Day, 9-Mo. Teacher Assts, 9-Mo. Instr. Assts. (Except Elem. ISS Assistants)

Monday, August 13, 2012..... First Day, 9-Mo. Cafeteria Assistants and Van Drivers

Tuesday, August 14, 2012..... First Day, Fuel Attendant, Bus Drivers, Bus Monitors, Elementary ISS Assistants

Monday, September 3, 2012..... Labor Day - Non-Working Day, *ALL PERSONNEL*

Friday, October 19, 2012..... Planning Day, **Working Day**, All 10, 11, 12-Mo. Personnel

Monday, November 12, 2012..... Veterans' Day (Observed), Non-Working Day, *ALL PERSONNEL*

Monday, November 19 thru Wednesday, November 21, 2012..... Thanksgiving, Non-Working Day, All 9, 10, 11-Mo. Personnel  
**Working Days**, All 12-Mo. Personnel

Thursday, Nov. 22 - Friday, Nov. 23, 2012..... Thanksgiving, Non-Working Days, *ALL PERSONNEL*

Friday, Dec. 21, – Monday, Dec. 31, 2012..... Christmas/New Year's, Non-Working Days, All 9, 10, 11-Mo. Personnel  
**Working Days**, All 12-Mo. Personnel

Tuesday, December 25, 2012..... Christmas Day (Observed), Non-Working Day, *ALL PERSONNEL*

Tuesday, January 1, 2013..... New Year's Day (Observed), Non-Working Day, *ALL PERSONNEL*

Wednesday, January 2 – Friday, January 4, 2013 .... **Working Days**, All 12 Mo. Personnel, Non-Working Days, All 9, 10, 11 Mo. Personnel

Monday, January 7 & Tuesday, January 8, 2013 ..... Planning Day & Inservice Day, **Working Days**, All 10, 11, 12-Mo. Personnel

Monday, January 21, 2013 ..... Martin Luther King Day, Non-Working Day, *ALL PERSONNEL*

Monday, February 18, 2013 ..... Presidents' Day, Non-Working Day, All 9, 10, 11 Mo. Personnel & Cafeteria Managers  
**Working Day**, All 12-Mo. Personnel

Friday, March 15, 2013 ..... Planning Day, **Working Day**, All 10, 11, 12-Mo. Personnel

Monday, March 25 thru Thursday, March 28, ..... Spring Break, Non Working Days, All 9, 10, 11-Mo. Personnel  
**Working Days**, All 12-Mo Personnel

Friday, March 29, 2013 ..... Good Friday (Observed), Non-Working Day, *ALL PERSONNEL*

Monday, April 1, 2013 ..... Easter Monday, Non Working Days, All 9, 10, 11-Mo. Personnel  
**Working Days**, All 12-Mo Personnel

Friday, April 5, 2013..... Fair Day – Non Working Day, all 9, 10, 11 Mo. Personnel,  
**Working Day** All 12-Mo Personnel

Monday, May 27, 2013 ..... Memorial Day, Non-Working Day, *ALL PERSONNEL*

Tuesday, June 4, 2013 ..... Last Day, Elementary ISS Assistants

Wednesday, June 5, 2013 ..... Last Day, 9-Mo. Bus Drivers, Fuel Attendants, Teacher Assts., Bus Monitors,  
9-Mo. Instructional Assts., Cafeteria Assts and Van Drivers

Thursday, June 6, 2013 ..... Last Day, 10-Mo. Instructional, Support

**Monday, June 3, 2013**..... **4-Day Work Week Begins**

Friday, June 7, 2013 ..... Last Day for Cafeteria Management 7.50 hr. per day personnel (4-day work week hours)

Wednesday, June 19, 2013..... Last Day, 11-Mo. Instructional & Support Personnel (1/4 day only- 7:30 a.m.-9:30 a.m.)

Friday, June 28, 2013 ..... Last Day, All 12-Mo. Personnel (4-Day Week)

**Altered 9-Month Calendars for Early Dismissal: ALL Early Dismissal Days are Working Days except for:**

9-Month Elementary ISS Assistants ONLY – Non-Working Days – 10/31/12, 12/20/12  
9-Month Elementary/Jr. High Cafeteria Assistants/Van Drivers ONLY – Non-Working Days 10/31/12, 12/20/12  
9-Month Sr.High Cafeteria Assistants/Van Drivers ONLY – Non-Working Days – 12/19 & 12/20, 2012

Approved: 11/22/2011  
Revised: 12/15/2011, 3/15/2012 5/17/12, 6/21/12