

2015~2016
Classified
Work
Calendars

HENDERSON COUNTY SCHOOLS
CLASSIFIED EMPLOYEE WORK CALENDARS 2015-2016
INDEX

<u>Job Title</u>	<u>Calendar Page</u>
Account Clerk II	1
Account Clerk II (Bookkeeper-HCH)	2
Administrative Secretary I	1
Assistant Director of Technology	1
Attendance Specialist	10
Bus Driver	9
Bus Driver Training Coordinator	1
Bus Monitor	9
Cafeteria Monitor	7
Case Worker	10
CDC Assistant Supervisor	1
Clerical Assistant I (CSS)	1
Clerical Assistant I (HCA)	8
Clerical Assistant I (SMS)	8
Clerical Assistant II (Bookstore Mgr. – HCHS)	4
Clerical Assistant II (Child Nutrition)	10
Clerical Assistant II (Secondary)	10
Clerical Assistant II (Substitute Coordinator)	10
Clerical Assistant III (Secondary)	10
Clerk	8
Coordinator I (Communications)	10
Coordinator I (Community Outreach)	1
Computer Lab Technician (Secondary)	8
Cook/Baker	7
Crossing Guard	12
Custodial Supervisor	1
Custodian (Twelve-month)	1
Custodian (200-day)	4
Custodian (181-day)	8
Custodian (Maintenance/Transportation)	10
Director (Child Nutrition)	2
Director (Finance)	1
Director (Maintenance)	1
Director (Transportation)	2
Director II & III (21 st Century Community L C)	10
Dispatcher	10
Executive Assistant to the Superintendent	1
Food Service Assistant I & II	7
Food Service Manager	7
FRYSC Coordinator (< 240-Day)	10
FRYSC Coordinator (240-Day)	2
Health Services Assistant	8
Human Resources Manager	1
HVAC Technician	1
Instructional Assistant I & II	8
Instructor I & II (Childcare)	11
LAN Technician	1
Law Enforcement Officer	12
Lead Custodian	1
Lead Food Service Assistant I	7
Lead Vehicle Mechanic	1

Library Media Clerk (Elementary)	8
Library Media Clerk (Secondary)	5
Maintenance Technician	1
Maintenance Worker II (195-day)	10
Microcomputer Specialist	10
Occupational Therapist	6
Payroll Clerk II	1
Physical Therapist	6
Preschool Bus Driver	9a
Preschool Bus Monitor	9a
Preschool Cook Baker	7a
Preschool Lunchroom Monitor	7a
Preschool Nurse	6a
Program Assistant I	8
Program Assistant II	8
Program Specialist I (Child Find)	10
Receptionist (Admn. Office)	1
Receptionist (HCH)	8
Registrar	3
School Administrative Manager	13
School Administrative Manager (208-day HCH)	10
School Nurse	6
School Secretary I & II (Elementary)	4
School Secretary I (HCHS)	4
School Secretary II (Middle School)	3
School Secretary II (Office Manager – HCHS)	2
Social Worker (Court Liaison)	10
Social Worker (Special Education)	10
Social Worker (Elementary)	6
Speech Pathologist Assistant	6
Staff Support Secretary	6
Support Services Aide	8
Technical Support Manager	1
Therapy Assistant (OTA)	8
Transportation Area Assistant	15
Transportation Data Assistant	15
Utility Worker	1
Vehicle Maintenance Manager	1
Vehicle Mechanic I, II & III	1

***Twelve-Month Calendar *(260+ days)**

June 2015						
S	M	T	W	T	F	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30				
August 2015						
S	M	T	W	T	F	S
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	
	31					
October 2015						
S	M	T	W	T	F	S
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28	29	30	
December 2015						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		
February 2016						
S	M	T	W	T	F	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29					
April 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

July 2015						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30	31	
September 2015						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30			
November 2015						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30					
January 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	
March 2016						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		
May 2016						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				
June 2016						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30		

Opening Day for Staff

August 7

First Day for Students

August 10

Last Day for Students

May 19 (tentatively)

Paid Holidays

July 3	Independence Day
September 7	Labor Day
November 26	Thanksgiving
December 24 & 25	Christmas
January 1	New Year's Day
January 18	Martin Luther King Day
May 30	Memorial Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
June ***	22		22
July	22	1	23
August	21		21
September	21	1	22
October	22		22
November	20	1	21
December	21	2	23
January	19	2	21
February	21		21
March	23		23
April	21		21
May	21	1	22
June ***	22		22
Contract Days from June 1 to May 31	254	8	262

***Days worked count toward the 15/16 school year

***Days worked count toward the 16/17 school year

**** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract. ****

*Twelve-Month Calendar *(240 days)

July 2015						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30	31	
September 2015						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30			
November 2015						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30					
January 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	
March 2016						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		
May 2016						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				

August 2015						
S	M	T	W	T	F	S
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	
	31					
October 2015						
S	M	T	W	T	F	S
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28	29	30	
December 2015						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		
February 2016						
S	M	T	W	T	F	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29					
April 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	
June 2016						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30		

Opening Day for Staff
August 7

First Day for Students
August 10

Last Day for Students
May 19 (tentatively)

Paid Holidays

July 3	Independence Day
September 7	Labor Day
November 26	Thanksgiving
December 24 & 25	Christmas
January 1	New Year's Day
January 18	Martin Luther King Day
May 30	Memorial Day

MONTH	AVAIL WORK DAYS	CHOOSE 232 DAYS	HOLIDAY	TOTAL
July	22		1	
August	21			
September	21		1	
October	22			
November	20		1	
December	21		2	
January	19		2	
February	21			
March	23			
April	21			
May	21		1	
June	22			
Contract Days from July 1 to June 30	254		8	240

**** If school closures result in the use of "Banked Days" for students, Employees will be required to make up the "Banked Days" to satisfy their contract****

Please choose 232 contract days out of the available 254 work days.
(The yellow column (232) + the blue column (8) should equal the green column (240))

Please return copy with signature & supervisor approval to Human Resources.

Employee Signature

Supervisor Signature

***Secretary, Bookkeeper or Registrar (NMS,SMS,TBJELC)**

July 2015						
S	M	T	W	T	F	S
			1	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	

September 2015						
S	M	T	W	T	F	S
		1	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			

November 2015						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	14
	16	17	18	19	20	21
	23	24	25	26	27	28
	30					

January 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

March 2016						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		

May 2016						
S	M	T	W	T	F	S
1	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 2015						
S	M	T	W	T	F	S
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	
	31					

October 2015						
S	M	T	W	T	F	S
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28	29	30	

December 2015						
S	M	T	W	T	F	S
		1	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	

February 2016						
S	M	T	W	T	F	S
	1	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					

April 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	16
	18	19	20	21	22	
	25	26	27	28	29	30

June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff
August 7
Closing Day for Staff
May 20
First Day for Students
August 10
Last Day for Students
May 19 (tentatively)

Paid Holidays			
September 7		Labor Day	
November 26		Thanksgiving	
December 25		Christmas	
January 1		New Year's Day	
School Breaks- NO school			
Oct. 12-16		Fall Break	
Nov. 25-27		Thanksgiving	
Dec. 21- Jan 1		Winter Break	
April 11- 15		Spring Break	
Additional Days- NO School			
Nov. 3		Election Day	
Jan. 18		M.L. King, Jr. Day	
Feb. 15		President's Day	
April 8		Teacher work day	
May 19		Election Day	
May. 30		Memorial Day	
MONTH	WORK DAYS	HOLIDAY	TOTAL
July	15		15
August	21		21
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	19		19
June	0		0
Contract Days from July 1 to June 30	201	4	205

****** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract.******

***NMS Sec. II - 205**

***NMS Sec. II - Bookkeeper (add 16 days) - 221**

***NMS Registrar - 205**

***SMS Sec. II - 205**

***SMS Sec. II - Bookkeeper 205**

***SMS Registrar (add 12 days) - 217**

***TBJELC Sec I- (add 15 days)-220**

MAKE-UP DAYS:

Employees are advised to not make plans for any of these days:

February 15, April 8 & May 31st

Henderson County Schools 2015-2016 Personnel Calendar - PAGE 4

Henderson County High School -School Secretary (Unit Secretary)

Clerical Assistant III (HCHS Bookstore), Elementary School Secretary I, II & III, 200 day Custodian

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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			
November 2015						
S	M	T	W	T	F	S
	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					
January 2016						
S	M	T	W	T	F	S
					1	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
March 2016						
S	M	T	W	T	F	S
		1	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		
May 2016						
S	M	T	W	T	F	S
	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 2015						
S	M	T	W	T	F	S
						1
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					
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
						1
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					

Opening Day for Staff	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19 (tentatively)	

Paid Holidays			
September 7		Labor Day	
November 26		Thanksgiving	
December 25		Christmas	
January 1		New Year's Day	
School Breaks- NO school			
Oct. 12-16		Fall Break	
Nov. 25-27		Thanksgiving	
Dec. 21- Jan 1		Winter Break	
April 11- 15		Spring Break	
Additional Days- NO School			
Nov. 3		Election Day	
Jan. 18		M.L. King, Jr. Day	
Feb. 15		President's Day	
April 8		Teacher work day	
May 19		Election Day	
May. 30		Memorial Day	
MONTH	WORK DAYS	HOLIDAY	TOTAL
July	10		10
August	21		21
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	19		19
June	0		0
Contract Days from July 1 to June 30		196	4
			200

MAKE-UP DAYS:	
Employees are advised to not make plans for any of these days:	
February 15, April 8 & May 31st	

**** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract.****

Henderson County Schools 2015-2016 Personnel Calendar - PAGE 5

Secondary Library Media Clerk, Secondary Computer Lab Tech

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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			
November 2015						
S	M	T	W	T	F	S
1	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					
January 2016						
S	M	T	W	T	F	S
					1	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
March 2016						
S	M	T	W	T	F	S
		1	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		
May 2016						
S	M	T	W	T	F	S
	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 2015						
S	M	T	W	T	F	S
	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					
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19	(tentatively)

Paid Holidays			
September 7	Labor Day		
November 26	Thanksgiving		
December 25	Christmas		
January 1	New Year's Day		
School Breaks- NO school			
Oct. 12-16	Fall Break		
Nov. 25-27	Thanksgiving		
Dec. 21- Jan 1	Winter Break		
April 11- 15	Spring Break		
Additional Days- NO School			
Nov. 3	Election Day		
Jan. 18	M.L. King, Jr. Day		
Feb. 15	President's Day		
April 8	Teacher work day		
May 19	Election Day		
May. 30	Memorial Day		
MONTH	WORK DAYS	HOLIDAY	TOTAL
July	3		3
August	21		21
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	15		15
June	0		0
Contract Days from July 1 to June 30	185	4	189

MAKE-UP DAYS:	
Employees are advised to not make plans for any of these days:	
February 15, April 8 & May 31st	

**** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract. ****

Henderson County Schools 2015-2016 Personnel Calendar - PAGE 6
School Nurse, Occupational/Physical Therapist, Speech Assistant, OT Assistant
Social Worker (Elementary), Staff Support Secretary

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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			
November 2015						
S	M	T	W	T	F	S
1	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					
January 2016						
S	M	T	W	T	F	S
					1	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
March 2016						
S	M	T	W	T	F	S
		1	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		
May 2016						
S	M	T	W	T	F	S
	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 2015						
S	M	T	W	T	F	S
	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					
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19	(tentatively)

Paid Holidays			
September 7	Labor Day		
November 26	Thanksgiving		
December 25	Christmas		
January 1	New Year's Day		
School Breaks- NO school			
Oct. 12-16	Fall Break		
Nov. 25-27	Thanksgiving		
Dec. 21- Jan 1	Winter Break		
April 11- 15	Spring Break		
Additional Days- NO School			
Nov. 3	Election Day		
Jan. 18	M.L. King, Jr. Day		
Feb. 15	President's Day		
April 8	Teacher work day		
May 19	Election Day		
May. 30	Memorial Day		
MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	21		21
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	14		14
June	0		0
Contract Days from July 1 to June 30	181	4	185

MAKE-UP DAYS:
Employees are advised to not make plans for any of these days:
February 15, April 8 & May 31st

****** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract.******

Henderson County Schools 2015-2016 Personnel Calendar - PAGE 6a

Preschool Nurse

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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			
November 2015						
S	M	T	W	T	F	S
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						
January 2016						
S	M	T	W	T	F	S
				1	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
March 2016						
S	M	T	W	T	F	S
		1	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		
May 2016						
S	M	T	W	T	F	S
1	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 2015						
S	M	T	W	T	F	S
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						
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
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
June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19	(tentatively)

Paid Holidays	
September 7	Labor Day
November 26	Thanksgiving
December 25	Christmas
January 1	New Year's Day

School Breaks- NO school	
Oct. 12-16	Fall Break
Nov. 25-27	Thanksgiving
Dec. 21- Jan 1	Winter Break
April 11- 15	Spring Break

Additional Days- NO School	
Nov. 3	Election Day
Jan. 18	M.L. King, Jr. Day
Feb. 15	President's Day
April 8	Teacher work day
May 19	Election Day
May. 30	Memorial Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	19		19
September	17	1	18
October	13		13
November	14	1	15
December	11	1	12
January	15	1	16
February	16		16
March	19		19
April	12		12
May	11		11
June	0		0
Contract Days from July 1 to June 30		147	4
			151

MAKE-UP DAYS:	
Employees are advised to not make plans for any of these days:	
February 15, April 8 & May 31st	

**** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract. ****

Henderson County Schools 2015-2016 Personnel Calendar – PAGE 7
Food Service Manager, *Lead Food Service Assistant, *Food Service Assistant I & II
***Cook/Baker, *Cafeteria Monitor**

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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		
November 2015						
S	M	T	W	T	F	S
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				
January 2016						
S	M	T	W	T	F	S
					1	
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						
March 2016						
S	M	T	W	T	F	S
		1	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	
May 2016						
S	M	T	W	T	F	S
	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				

August 2015						
S	M	T	W	T	F	S
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					
October 2015						
S	M	T	W	T	F	S
				1	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						
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	
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						
June 2016						
S	M	T	W	T	F	S
1	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					

Opening Day for Staff	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19 (tentatively)	

Paid Holidays	
September 7	Labor Day
November 26	Thanksgiving
December 25	Christmas
January 1	New Year's Day
School Breaks- NO school	
Oct. 12-16	Fall Break
Nov. 25-27	Thanksgiving
Dec. 21- Jan 1	Winter Break
April 11- 15	Spring Break
Additional Days- NO School	
Nov. 3	Election Day
Jan. 18	M.L. King, Jr. Day
Feb. 15	President's Day
April 8	Teacher work day
May 19	Election Day
May. 30	Memorial Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	21		21
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	14		14
June	0		0
Contract Days from July 1 to June 30			
	181	4	185

*Lead Asst, Food Service Asst I & II Cook/Baker			
No Work			
8/4 & 8/5	179	4	183

*Cafeteria Monitor			
8/4, 8/5, 8/6 & 5/20	177	4	181

**** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract.****

Henderson County Schools 2015-2016 Personnel Calendar – PAGE 7a

Preschool 4 day Cook/Baker

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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			
November 2015						
S	M	T	W	T	F	S
1	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					
January 2016						
S	M	T	W	T	F	S
					1	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						
March 2016						
S	M	T	W	T	F	S
		1	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		
May 2016						
S	M	T	W	T	F	S
1	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					

August 2015						
S	M	T	W	T	F	S
1	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				
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff (Attendance Not Required)	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19 (tentatively)	

Paid Holidays			
September 7	Labor Day		
November 26	Thanksgiving		
December 25	Christmas		
January 1	New Year's Day		
School Breaks- NO school			
Oct. 12-16	Fall Break		
Nov. 25-27	Thanksgiving		
Dec. 21- Jan 1	Winter Break		
April 11- 15	Spring Break		
Additional Days- NO School			
Nov. 3	Election Day		
Jan. 18	M.L. King, Jr. Day		
Feb. 15	President's Day		
April 8	Teacher work day		
May 19	Election Day		
May. 30	Memorial Day		
MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	11		11
September	17	1	18
October	13		13
November	14	1	15
December	11	1	12
January	15	1	16
February	16		16
March	19		19
April	12		12
May	11		11
June	0		0
Contract Days from July 1 to June 30	139	4	143

**** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract. ****

Henderson County Schools 2015–2016 Personnel Calendar - PAGE 8

Program Assistant I II, Instructional Assistant I II, Library Media Clerk (Elem.)

Clerk, Support Service Aide, 181 Custodian, (HCHS, NMS, SMS & CA) Receptionist,

Clerical Assistant I, II & III, *Clerical Assistant III (Attendance), Health Services Assistant

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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			
November 2015						
S	M	T	W	T	F	S
1	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					
January 2016						
S	M	T	W	T	F	S
					1	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
March 2016						
S	M	T	W	T	F	S
		1	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		
May 2016						
S	M	T	W	T	F	S
1	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 2015						
S	M	T	W	T	F	S
						1
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					
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
			1	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	

Opening Day for Staff	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19 (tentatively)	

Paid Holidays	
September 7	Labor Day
November 26	Thanksgiving
December 25	Christmas
January 1	New Year's Day
School Breaks- NO school	
Oct. 12-16	Fall Break
Nov. 25-27	Thanksgiving
Dec. 21- Jan 1	Winter Break
April 11- 15	Spring Break
Additional Days- NO School	
Nov. 3	Election Day
Jan. 18	M.L. King, Jr. Day
Feb. 15	President's Day
April 8	Teacher work day
May 19	Election Day
May. 30	Memorial Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	17		17
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	14		14
June	0		0
Contract Days from July 1 to June 30	177	4	181

MAKE-UP DAYS:	
Employees are advised to not make plans for any of these days:	
February 15, April 8 & May 31st	

****** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract. ******

Bus Driver, Bus Monitor

July 2015						
S	M	T	W	T	F	S
			1	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	

September 2015						
S	M	T	W	T	F	S
		1	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			

November 2015						
S	M	T	W	T	F	S
1	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					

January 2016						
S	M	T	W	T	F	S
					1	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						

March 2016						
S	M	T	W	T	F	S
		1	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		

May 2016						
S	M	T	W	T	F	S
1	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 2015						
S	M	T	W	T	F	S
						1
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					
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff (Attendance Not Required)
August 7
Closing Day for Staff
May 20
First Day for Students
August 10
Last Day for Students
May 19 (tentatively)

Paid Holidays	
September 7	Labor Day
November 26	Thanksgiving
December 25	Christmas
January 1	New Year's Day

School Breaks- NO school	
Oct. 12-16	Fall Break
Nov. 25-27	Thanksgiving
Dec. 21- Jan 1	Winter Break
April 11- 15	Spring Break

Additional Days- NO School	
Nov. 3	Election Day
Jan. 18	M.L. King, Jr. Day
Feb. 15	President's Day
April 8	Teacher work day
May 19	Election Day
May. 30	Memorial Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	16		16
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	13		13
June	0		0

Contract Days from July 1 to June 30	175	4	179
1 8hr Training Day Between 7/1 & 8/7	1*		1
	176		180

****** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract.******

MAKE-UP DAYS:

Employees are advised to not make plans for any of these days:

February 15, April 8 & May 31st

Preschool Bus Driver, Preschool Bus Monitor

August 2015						
S	M	T	W	T	F	S
						1
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					
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
						1
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						
June 2016						
S	M	T	W	T	F	S
			1	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		

Contract Days from July 1 to June 30	135	4	139
1 8hr Training Day Between 7/1 & 8/7	1*		1*
	135		140

MAKE-UP DAYS:
Employees are advised to not make plans for any of these days:
February 15, April 8 & May 31st

Henderson County Schools 2015-2016 Personnel Calendar - PAGE 10

Attendance Specialist, Clerical Assistant II (Child Nutrition, Substitute Coordinator),
Microcomputer Specialist, Custodian (Maint/Trans), FRYSC (< 240 Days), Case Worker,
Program Specialist I (Child Find), SAM (208 Days – HCHS), Transportation Assistant,...Etc.

CALENDAR SHOWS 261 DAYS FROM WHICH TO SELECT YOUR WORK DAYS...REQUIRES YOUR SUPERVISOR'S APPROVAL

July 2015						
S	M	T	W	T	F	S
			1	2	3	
6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30	31		
September 2015						
S	M	T	W	T	F	S
		1	2	3	4	
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30				
November 2015						
S	M	T	W	T	F	S
2	3	4	5	6		
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30						
January 2016						
S	M	T	W	T	F	S
				1		
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		
March 2016						
S	M	T	W	T	F	S
		1	2	3	4	
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30	31			
May 2016						
S	M	T	W	T	F	S
	2	3	4	5	6	
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30	31					

August 2015						
S	M	T	W	T	F	S
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		
31						
October 2015						
S	M	T	W	T	F	S
				1	2	
5	6	7	8	9		
12	13	14	15	16		
19	20	21	22	23		
26	27	28	29	30		
December 2015						
S	M	T	W	T	F	S
		1	2	3	4	
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30	31			
February 2016						
S	M	T	W	T	F	S
	1	2	3	4	5	
8	9	10	11	12		
15	16	17	18	19		
22	23	24	25	26		
29						
April 2016						
S	M	T	W	T	F	S
					1	
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		
June 2016						
S	M	T	W	T	F	S
			1	2	3	
6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30			

Opening Day for Staff
 August 7

First Day for Students
 August 10

Last Day for Students
 May 19 (tentatively)

Paid Holidays

September 7	Labor Day
November 26	Thanksgiving
December 25	Christmas
January 1	New Year's Day

MONTH	AVAILABLE WORK DAYS	CHOOSE DAYS	HOLIDAY	TOTAL
July	22			
August	21			
September	21		1	
October	22			
November	20		1	
December	21		1	
January	19		1	
February	21			
March	23			
April	21			
May	21			
June	22			
Contract Days from July 1 to June 30	254		4	

**** If school closures result in the use of "Banked Days" for students, Employees will be required to make up the "Banked Days" to satisfy their contract****

Please choose # of contract days out of the available 254 work days. (The yellow column (# days in building) + the blue column (pd holidays) should equal the green column (Total Contract Days))

Please return copy with signature & supervisor approval to Human Resources.

Employee Signature

Supervisor Signature

Henderson County Schools 2015-2016 Personnel Calendar - PAGE 11

Instructor I & Instructor II (Childcare)

Contract for school year 2015-2016 is for 180 minimum/239 maximum workdays

CALENDAR SHOWS 261 DAYS FROM WHICH TO SELECT YOUR WORK DAYS...REQUIRES YOUR SUPERVISOR'S APPROVAL

July 2015						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30	31	
September 2015						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30			
November 2015						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30					
January 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	
March 2016						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		
May 2016						
S	M	T	W	T	F	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				

August 2015						
S	M	T	W	T	F	S
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	
	31					
October 2015						
S	M	T	W	T	F	S
				1	2	
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
	26	27	28	29	30	
December 2015						
S	M	T	W	T	F	S
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		
February 2016						
S	M	T	W	T	F	S
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29					
April 2016						
S	M	T	W	T	F	S
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	
June 2016						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30		

Opening Day for Staff
August 7

First Day for Students
August 10

Last Day for Students
May 19 (tentatively)

Paid Holidays

September 7	Labor Day
November 26	Thanksgiving
December 25	Christmas
January 1	New Year's Day

MONTH	AVAILWORK DAYS	CHOOSE DAYS	HOLIDAY	TOTAL
July	22			
August	21			
September	21		1	
October	22			
November	20		1	
December	21		1	
January	19		1	
February	21			
March	23			
April	21			
May	21			
June	22			
Contract Days from July 1 to June 30	254		4	

**** If school closures result in the use of "Banked Days" for students, Employees will be required to make up the "Banked Days" to satisfy their contract****

Please choose # of contract days out of the available 254 work days. (The yellow column (# days in building) + the blue column (pd holidays) should equal the green column (Total Contract Days))

Please return copy with signature & supervisor approval to Human Resources.

Employee Signature _____

Supervisor Signature _____

Law Enforcement Officer, Crossing Guard

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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			
November 2015						
S	M	T	W	T	F	S
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						
January 2016						
S	M	T	W	T	F	S
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						
March 2016						
S	M	T	W	T	F	S
		1	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		
May 2016						
S	M	T	W	T	F	S
1	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					

August 2015						
S	M	T	W	T	F	S
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					
October 2015						
S	M	T	W	T	F	S
				1	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
December 2015						
S	M	T	W	T	F	S
		1	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		
February 2016						
S	M	T	W	T	F	S
	1	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					
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff

August 7

Closing Day for Staff

May 20

First Day for Students

August 10

Last Day for Students

May 19 (tentatively)

School Breaks- NO school

Oct. 12-16

Fall Break

Nov. 25-27

Thanksgiving

Dec. 21- Jan 1

Winter Break

April 11- 15

Spring Break

Additional Days- NO School

Nov. 3

Election Day

Jan. 18

M.L. King, Jr. Day

Feb. 15

President's Day

April 8

Teacher work day

May 19

Election Day

May. 30

Memorial Day

MONTH	WORK DAYS
July	0
August	16
September	21
October	17
November	17
December	14
January	19
February	20
March	23
April	15
May	13
June	0
Contract Days from July 1 to June 30	175

MAKE-UP DAYS:

Employees are advised to not make plans for any of these days:

February 15, April 8 & May 31st

Henderson County Schools 2015-2016 Personnel Calendar – PAGE 13

School Administrative Manager (SAM)

July 2015						
S	M	T	W	T	F	S
			1	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	
September 2015						
S	M	T	W	T	F	S
		1	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		
November 2015						
S	M	T	W	T	F	S
1	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				
January 2016						
S	M	T	W	T	F	S
					1	
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						
March 2016						
S	M	T	W	T	F	S
		1	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	
May 2016						
S	M	T	W	T	F	S
1	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				

August 2015						
S	M	T	W	T	F	S
1	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				
October 2015						
S	M	T	W	T	F	S
				1	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						
December 2015						
S	M	T	W	T	F	S
		1	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	
February 2016						
S	M	T	W	T	F	S
	1	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				
April 2016						
S	M	T	W	T	F	S
					1	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
June 2016						
S	M	T	W	T	F	S
			1	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		

Opening Day for Staff	
August 7	
Closing Day for Staff	
May 20	
First Day for Students	
August 10	
Last Day for Students	
May 19 (tentatively)	

Paid Holidays	
September 7	Labor Day
November 26	Thanksgiving
December 25	Christmas
January 1	New Year's Day
School Breaks- NO school	
Oct. 12-16	Fall Break
Nov. 25-27	Thanksgiving
Dec. 21- Jan 1	Winter Break
April 11- 15	Spring Break
Additional Days- NO School	
Nov. 3	Election Day
Jan. 18	M.L. King, Jr. Day
Feb. 15	President's Day
April 8	Teacher work day
May 19	Election Day
May. 30	Memorial Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	21		21
September	21	1	22
October	17		17
November	17	1	18
December	14	1	15
January	19	1	20
February	20		20
March	23		23
April	15		15
May	14		14
June	0		0
Contract Days from July 1 to June 30	181	4	185

MAKE-UP DAYS:	
Employees are advised to not make plans for any of these days:	
February 15, April 8 & May 31st	

***HCHS School Administrative Manager's add 10 days**

****** If school closures result in the use of "Banked Days" for students, employees will be required to make up the "Banked Days" to satisfy their contract.******