

2022-23 Personnel Work Calendars

Date Approved by Board of Education

Equal Educational and Employment Institution

HENDERSON COUNTY SCHOOLS EMPLOYEE WORK CALENDARS 2022-2023

<u>INDEX</u>

<u>Job Title</u>	Calendar Page
Account Clerk I	В
Account Clerk II	В
Account Clerk II (Sub. Coord.)	D
Account Clerk III (260 day)	Α
Account Clerk III (240 day)	В
Administrative Secretary I & II	В
Attendance Data Technician	С
Attendance Specialist	С
Bus Driver	Н
Bus Driver Training Coordinator	В
Bus Monitor	Н
Certified Employee (185 day)	F
Certified Employee (220-240 day)	В
Certified Employee (186-219 day)	С
Child Development Center Assistant Supervisor	В
Clerical Assistant II (MNT)	Α
Clerical Assistant II (NMS/SMS/CAS)	G
Clerical Assistant III	D
Community Relations Specialist	С
Computer Lab Technician	G
Computer Maintenance Technician	В
Computer Operations Manager	В
Crossing Guard	K
Custodial Supervisor (260 day)	Α
Custodial Supervisor (240 day)	В
Custodian (260 day)	Α
Custodian (240 day)	В
Custodian (200 day)	D
Custodian (181 day)	G
Custodian (140 day)	N
Data Dictionary Specialist	В
Data Management Technician	Α
Database Administrator	В
Director (Child Nutrition; Maint.; Public Info; Trans.)	В
Director (Finance)	Α
Director (Maintenance 260 day)	Α
Dispatcher	D
Educational Interpreter	G
Employee Benefit Specialist	В
Executive Assistant to the Superintendent	Α
Food Service Asst. I or Food Service Asst. I/Lunchroom Monitor	J
Food Service Asst. I or Food Service Asst.I/Lunchroom Monitor	
(also employed as childcare)	K
Food Service Lead Assistant	I

Food Service Lead Assistant I (TBJELC)	М
Food Service Manager	I
Food Service Program Coordinator	С
FRYSC Coordinator (240 day)	В
Health Services Assistant	G
Human Resources Personnel Assistant	В
Instructional Assistant I & II	G
Instructional Assistant II (140 day)	N
Instructional Monitor II	G
Instructor I & II (Childcare)	L
Insurance Clerk II	В
LAN Technician (260 day)	Α
Law Enforcement Officer	K
Lead Computer Maintenance Technician	Α
Lead Custodian Service Worker	В
Lunchroom Monitor	K
Maintenance (260 day)	Α
Maintenance (240 day)	В
Microcomputer Specialist (HCHS)	D
Microcomputer Specialist (NMS/SMS)	E
Mental Health Counselor	С
Occupational Therapist	E
Operatings Systems Administrator	Α
Physical Therapist	E
Preschool Bus Driver	0
Preschool Bus Monitor	0
Preschool Food Service Asst. I	N
Preschool Lunchroom Monitor	N
Preschool Nurse	M
Program Assistant I & II	G
Purchasing Assistant	В
Receptionist (HCHS)	G
Registrar (NMS, SMS)	С
School Manager (Elementary & Middle School)	E
School Manager (HCHS)	D
School Nurse	E
School Secretary I (TBJELC, Elem. & HCHS)	D
School Secretary II (HCHS CTE, HCHS Registrar, NMS, SMS)	С
School Secretary II (HCHS Central Unit)	В
Social Worker	С
Staff Support Secretary	E
Teacher	F
Therapy Assistant (OTA)	E
Transportation Area Assistant	В
Vehicle Maintenance Manager	Α
Vehicle Mechanic I, II & III	В

Henderson County Schools 2022-2023 Personnel Calendar A

Twelve-Month Calendar (260+ days)

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Convocation Day	for Staff (Required)
August 8	
Closing Day for St	taff (Required)
May 25	
First/Last Day for	Students
August 10	
May 24	
Paid Holidays	
July 4	Independence Day
September 5	Labor Day
November 24	Thanksgiving
December 23 & 26	Christmas (obs.)
January 2	New Year's Day
January 16	MLK, Jr. Day
May 29	Memorial Day

	WORK		
MONTH	DAYS	HOLIDAY	TOTAL
June***	22		22
July	20	1	21
August	23		23
September	21	1	22
October	21		21
November	21	1	22
December	20	2	22
January	20	2	22
February	20		20
March	23		23
April	20		20
May	22	1	23
June***	21		21
Contract Days			
from July 1 to			
June 30	253	8	261

***Days worked count toward the 22-23 school year.

***Days worked count toward the 23-24 school year.

Henderson County Schools 2022-2023 Personnel Calendar B

Twelve-Month Calendar (240 days)

	July 2022									
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Convocation Day for Staff	Convocation Day for Staff (Required)					
August 8	August 8					
Closing Day for Staff (Red	quired)					
May 25						
First/Last Day for Student	S					
August 10						
May 24						
Paid Holidays						
July 4	Independence Day					
September 5	Labor Day					
November 24	Thanksgiving					
December 23 & 26	Christmas (obs.)					
January 2	New Year's Day					
January 16	MLK, Jr. Day					
May 29	Memorial Day					

MONTH	AVAIL WORK DAYS	CHOOSE 232 DAYS	HOLIDAY	TOTAL
July	20		1	
August	23			
September	21		1	
October	21			
November	21		1	
December	20		2	
January	20		2	
February	20			
March	23			
April	20			
May	22		1	
June	21			
Contract Days from July 1 to June 30	252		8	240

Please choose 232 contract days out of the available 252 work days.

[The yellow column (232) + the blue column (8) should = equal the green column (240)]

Please send an electronic copy with signature & supervisor approval to Human Resources.

Supervisor Signature

Henderson County Schools 2022-2023 Personnel Calendar C

230: School Sec. II (HCHS); 220: Attendance Data Tech; School Sec. II (HCHS), Attendance Specialist;

217: Registrar (SMS); 200: Community Relastions; 210/200: Mental Health Counselor, Social Worker;

220: Food Svc. Coord.; 205: School Secretary II (Middle School), Registrar (NMS);

186-219: Certified with Extended Days (but not 12 month employee)

CALENDAR SHOWS 252 DAYS FROM WHICH TO SELECT YOUR WORK DAYS...REQUIRES YOUR SUPERVISOR'S APPROVAL

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February 2023									
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DAYSREQUIRES YOUR SUP	'ERVISOR'S APPROVAL
Convocation Day for	Staff (Required)
August 8	
Closing Day for Staf	f (Required)
May 25	
First/Last Day for St	udents
August 10	
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - All C	Offices Closed
July 4	
December 23	
January 16	
May 29	

MONTH	AVAIL WORK DAYS	CHOOSE DAYS	HOLIDAY	TOTAL
July	20			
August	23			
September	21		1	
October	21			
November	21		1	
December	20		1	
January	20		1	
February	20			
March	23			
April	20			
May	22			
June	21			
Contract Days from July 1 to June 30	252		4	

The expectation is that you will work all student instructional days unless prior approval is granted by principal/department director and CO designee.

Please choose # of contract days out of the available 252 work days. [The yellow column (# days in building) + the blue column (4 paid holidays) should = the green column (Total Contract Days).]

Please send an electronic copy with signature & supervisor approval to Human Resources.

Henderson County Schools 2022-2023 Personnel Calendar D

 $200: Acct.\ Clerk\ II\ (Sub\ Coord.),\ Dispatcher,\ School\ Secretary\ I\ (TBJ/Elem/HCHS),\ 200\ day\ Custodian,$

Clerical Assistant III (HCHS Bookstore), Microcomputer Specialist (HCHS);

195: School Manager (HCHS); 190: Clerical Assistant III (HCHS)

July 2022									
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The expectation is that you will work all student instructional days unless prior approval is granted by principal/department director and CO designee.

or Staff (Required)
aff (Required)
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Students
Labor Day
Thanksgiving
Christmas (obs.)
New Year's Day
1 - 6611
ll Offices Closed
I Offices Closed Independence Day
Independence Day
Independence Day Christmas Eve (obs.)
Independence Day Christmas Eve (obs.) M.L. King, Jr. Day
Independence Day Christmas Eve (obs.) M.L. King, Jr. Day Memorial Day
Independence Day Christmas Eve (obs.) M.L. King, Jr. Day Memorial Day School Days
Independence Day Christmas Eve (obs.) M.L. King, Jr. Day Memorial Day School Days Fall Break
Independence Day Christmas Eve (obs.) M.L. King, Jr. Day Memorial Day School Days Fall Break Election Day
Independence Day Christmas Eve (obs.) M.L. King, Jr. Day Memorial Day School Days Fall Break Election Day Thanksgiving
Independence Day Christmas Eve (obs.) M.L. King, Jr. Day Memorial Day School Days Fall Break Election Day Thanksgiving Winter Break

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	*		
August	23		23
September	21	1	22
October	16		16
November	18	1	19
December	12	1	13
January	19	1	20
February	19		19
March	22		22
April	15		15
May	18		18
June	*		
Contract Days			
from July 1 to June 30	183	4	187

Spring Break

Election Day

MAKE-UP DAYS:

April 3-7

May 16

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

May 26; 30-31 & June 1-6

Purple Days:

200: Choose 13 purple days total (196 + 4 = 200) 195: Choose 8 purple days total (191 + 4 = 195)

190: Choose 3 purple days total (186 + 4 = 190)

Henderson County Schools 2022-2023 Personnel Calendar E

School Nurse, Occupational/Physical Therapist, OT Assistant, School Manager (el/mid), Microcomputer Specialist (NMS/SMS), Staff Support Secretary



	August 2022									
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	September 2022										
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October 2022									
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	November 2022									
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February 2023									
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March 2023									
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April 2023									
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June 2023									
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First/Last Day for S	Studente
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May 24 Paid Holidays	
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September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - Al	
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	21		21
September	21	1	22
October	16		16
November	18	1	19
December	12	1	13
January	19	1	20
February	19		19
March	22		22
April	15		15
May	18		18
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:

Henderson County Schools 2022-2023 Personnel Calendar F

Certified Employee (185 day contract + 4 Extended Learning Days)

July 2022									
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November 2022						
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Convocation Day for Staff (Required)
August 8
Closing Day for Staff (Required)
May 25
First/Last Day for Students
August 10
May 24

Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - All (Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
Extended Learning (E	L) Professional Days
August 1 or prior (depe	ends on PD schedule)
January 3	Day 2
February 20	Day 3
March 13	Day 4
School Breaks & No S	chool Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
April 3-7	Spring Break
May 16	Election Day

_				
MONTH	WORK	HOLIDAY	EL Days	TOTAL
MONTH	DATE	HULIDAT	Days	TOTAL
July	0			0
August	21		1	22
September	21	1		22
October	16			16
November	18	1		19
December	12	1		13
January	19	1	1	21
February	19		1	20
March	22		1	23
April	15			15
May	18			18
June	0			0
Contract Days				
from July 1 to	İ]		
June 30	181	4	4	189

MAKE-UP DAYS:

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

May 26; 30-31 & June 1-6

Henderson County Schools 2022-2023 Personnel Calendar G

Program Assistant I II, Instructional Assistant I II, Instructional Monitor II, Clerical Asst II Comp. Lab Tech., 181 Custodian, Health Svcs Asst., Educational Interpreter, Receptionist



August 2022									
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	September 2022								
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	November 2022								
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January 2023								
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February 2023								
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March 2023								
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April 2023								
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	May 2023								
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June 2023									
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26	27	28	29	30					

Convocation Day f	or Staff (Required)
August 8	
Closing Day for St	aff (Required)
May 25	
First/Last Day for	Students
August 10	
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - A	II Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	o School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	17		17
September	21	1	22
October	16		16
November	18	1	19
December	12	1	13
January	19	1	20
February	19		19
March	22		22
April	15		15
May	18		18
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:

Henderson County Schools 2022-2023 Personnel Calendar H

Bus Driver, Bus Monitor

July 2022									
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24/31	25	26	27	28	29	30			

I	August 2022									
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	September 2022									
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October 2022									
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	November 2022								
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January 2023									
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	February 2023									
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March 2023									
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	April 2023									
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	May 2023									
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June 2023										
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August 8	or Staff (not required)
Closing Day for St	aff (not required)
May 25	air (not required)
First/Last Day for	Students
August 10	
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - A	II Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	o School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	1		1
August	16		16
September	21	1	22
October	16	·	16
November	18	1	19
December	12	1	13
January	19	1	20
February	19		19
March	22		22
April	15		15
May	17		17
June	0	·	0
Contract Days from July 1 to June 30	176	4	180

MAKE-UP DAYS: Employees are advised to not make plans for any of these days:

May 26; 30-31 & June 1-6

8 hour update training is scheduled to be July 25-26.

Henderson County Schools 2022-2023 Personnel Calendar I

Food Service Manager & Food Service Lead Assistant

July 2022										
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	August 2022										
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	September 2022									
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	November 2022									
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	December 2022										
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January 2023										
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February 2023									
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March 2023									
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	April 2023									
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	May 2023								
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June 2023									
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	or Staff (Required)
August 8	
Closing Day for Sta	ff (Required)
May 25	
First/Last Day for S	tudents
August 10	
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - All	Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	19	·	19
September	21	1	22
October	16	·	16
November	18	1	19
December	12	1	13
January	19	1	20
February	19		19
March	22		22
April	15	·	15
May	18	·	18
June	0		0
Contract Days		·	·
from July 1 to June 30	179	4	183

MAKE-UP DAYS:

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

Henderson County Schools 2022-2023 Personnel Calendar J

Food Service Asst. I or Food Service Asst. I/Lunchroom Monitor

July 2022									
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	August 2022									
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	September 2022								
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	October 2022									
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	November 2022									
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	December 2022										
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February 2023										
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March 2023										
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April 2023										
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Convocation Day for	or Staff (Required)
August 8	
Closing Day for Sta	aff (not required)
May 25	-
First/Last Day for S	Students
August 10	
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - Al	l Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	17		17
September	21	1	22
October	16		16
November	18	1	19
December	12	1	13
January	19	1	20
February	19		19
March	22		22
April	15		15
May	17		17
June	0		0
Contract Days		·	·
from July 1 to June 30	176	4	180

MAKE-UP DAYS: Employees are advised to not make plans for any of these days:

Henderson County Schools 2022-2023 Personnel Calendar K

Food Service Asst. I/Lunchroom Monitor (also employed as Childcare) Lunchroom Monitor, Law Enforcement Officer, Crossing Guard



	August 2022										
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October 2022											
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	January 2023										
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	or Staff (not required)
August 8	off (material)
Closing Day for St	aff (not required)
May 25	2/ 1 /
First/Last Day for	Students
August 10	
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas
January 2	New Year's Day
Non Work Days - A	II Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS
July	0
August	16
September	21
October	16
November	18
December	12
January	19
February	19
March	22
April	15
May	17
June	0
Contract Days	
from July 1 to	4
June 30	175

MAKE-UP DAYS:

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

Henderson County Schools 2022-2023 Personnel Calendar L

Instructor I & Instructor II (Childcare)

Contract for school year 2022-2023 is for the 180 minimum/239 maximum workdays

CALENDAR SHOWS 252 DAYS FROM WHICH TO SELECT YOUR WORK DAYS...REQUIRES YOUR SUPERVISOR'S APPROVAL

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	August 2022									
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February 2023								
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Convocation Day	y for Staff (Required)
August 8	
Closing Day for	Staff (Required)
May 25	, ,
First/Last Day fo	r Students
August 10	
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days -	All Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day

MONTH	AVAIL WORK DAYS	CHOOSE DAYS	HOLIDAY	TOTAL
July	20			
August	23			
September	21		1	
October	21			
November	21		1	
December	20		1	
January	20		1	
February	20			
March	23			
April	20			
May	22			
June	21			
Contract Days from July 1 to June 30	252		4	

Please choose 232 contract days out of the available 253 work days.

[The yellow column (232) + the blue column (8) should = equal the green column (240)]

Please send an electronic copy with signature & supervisor approval to Human Resources.

Supervisor Signature

Henderson County Schools 2022-2023 Personnel Calendar M

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Preschool Nurse; Food Service Lead Assistant (TBJELC)

July 2022									
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February 2023									
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March 2023									
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June 2023									
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Convocation Day for	or Staff (Required)
August 8	off (Dominod)
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First/Last Day for S	otudents
August 29	
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September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - Al	
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	20		20
September	16	1	17
October	13		13
November	15	1	16
December	9	1	10
January	15	1	16
February	15		15
March	17		17
April	12		12
May	15		15
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:

Henderson County Schools 2022-2023 Personnel Calendar N

Preschool 4 day Food Service Assistant, Preschool Lunch Monitor, Custodian (140 day), Instructional Assistant II (140 day)

July 2022									
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	August 2022								
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	September 2022								
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February 2023								
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March 2023								
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June 2023									
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	or Staff (not required)
August 8 Closing Day for Sta	off (not required)
May 25	iii (iiot required)
First/Last Day for S	tudonte
August 29	luuents
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - Al	l Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	0		0
August	10		10
September	16	1	17
October	13	·	13
November	15	1	16
December	9	1	10
January	15	1	16
February	15		15
March	17		17
April	12	·	12
May	14	·	14
June	0		0
Contract Days		·	
from July 1 to	136	1	140
June 30	120	4	140

MAKE-UP DAYS:

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

Henderson County Schools 2022-2023 Personnel Calendar O

Preschool Bus Driver, Preschool Bus Monitor

July 2022									
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	August 2022									
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September 2022									
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June 2023							
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Convecation Day f	or Stoff (not required)
August 8	or Staff (not required)
Closing Day for St	aff (Required)
May 25	arr (resquirea)
First/Last Day for S	Students
August 29	stadonto
May 24	
Paid Holidays	
September 5	Labor Day
November 24	Thanksgiving
December 26	Christmas (obs.)
January 2	New Year's Day
Non Work Days - A	ll Offices Closed
July 4	Independence Day
December 23	Christmas Eve (obs.)
January 16	M.L. King, Jr. Day
May 29	Memorial Day
School Breaks & No	School Days
October 10-14	Fall Break
November 8	Election Day
November 23-25	Thanksgiving
Dec. 19- Jan. 2	Winter Break
January 3	Extended Learning
February 20	President's Day
March 13	No School
April 3-7	Spring Break
May 16	Election Day

MONTH	WORK DAYS	HOLIDAY	TOTAL
July	1		1
August	9		9
September	16	1	17
October	13		13
November	15	1	16
December	9	1	10
January	15	1	16
February	15		15
March	17		17
April	12		12
May	14		14
June	0		0
Contract Days from July 1 to June 30	136	4	140

MAKE-UP DAYS:

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

May 26; 30-31 & June 1-6

8 hour update training is scheduled to be July 25-26.