

**CLASSIFIED CONFIDENTIAL AND SUPERVISORY PERSONNEL  
DUTY DAY CALENDAR  
2022/23 School Year**

<u>Months</u>	<u>Duty Days</u>	<u>Non-Duty Days</u> (Day Shown is day of Months)
July, 2022	20	4*
August	23	--
September	21	5
October	21	--
November	19	11,24,25
December	18	26*,27*,28*,30*
January, 2023	20	2,16
February	18	13,20
March	23	--
April	19	7**
May	22	29
June	21	19***
<b>Total</b>	<b>245</b>	<b>16</b>

\* The 4th of July holiday will be observed on Monday, July 4, 2022.

\* The Christmas Eve, Christmas Day, New Year's Eve & New Year's Day holidays will be observed on December 26, 27, 30, and January 2, 2023, respectively.

\* Monday, December 28, 2022, will be observed in lieu of Admissions Day.

\*\* The Spring Friday holiday is April 7, 2023, but may be used as a floating holiday on a different day, with prior supervisor approval. This day may not be carried over.

\*\*\* NEW, the Juneteenth holiday will be observed on Monday, June 19, 2023.

The working days for the 2022/23 school year are as follows:

<u>Months Employed</u>	<u>Starting Day</u>	<u>Ending Day</u>
12 months	July 1, 2022	June 30, 2023

The above calendar excludes Saturdays and Sundays.

The request to use vacation time will be done in writing prior to the use of the vacation time. Vacation requests need approval from the Superintendent or designee at each corresponding site. Vacation days are to be used during the year the days are earned. Classified personnel may carry over a maximum number of vacation days equivalent to those earned in one year.

Reference: Education Code Sections 37220-37223, 45205, 45206.5,  
Board Policy 6310, Pupil Attendance Calendar

Regulation approved: April 25, 2023