

## MEMORANDUM

TO: Employees Working a **215-Day Year**  
(Selected Elementary/Middle School Secretaries/High School Registrars)

FROM: Samantha M. Fuhrey, Superintendent

RE: 2018-2019 Work Year

DATE: April 25, 2018

Your work year will begin July 12, 2018 with the last workday being June 21, 2019. Your holidays are as follows:

Monday	September 3	Labor Day
Monday-Friday	October 8-12	Fall Break
Monday-Friday	November 19-23	Thanksgiving Break
Monday-Friday	December 24-January 4	Holiday Break
Monday	January 21	Martin Luther King, Jr.
Thursday-Friday	February 14-15	Mid-Winter Break
Monday-Tuesday	February 18-19	Mid-Winter Break
Monday-Friday	April 1-5	Spring Break
Monday	May 27	Memorial Day

If you have any questions relative to your work year, please contact your immediate supervisor. Please know that I appreciate the work done by you in enhancing public education in Newton County.

**\*NOTE: February 14, 15, 18, and 19 are designated as make-up school days if inclement weather or other unforeseen events that lead to school closure occur. If inclement weather or other unforeseen events do not occur, those four days may serve as winter break days.**