

MEMORANDUM

TO: Employees Working a **230-Day Year ****
(**240-10 Vacation Days**)
(12 month Principals/Secretaries/Central Office/Custodians)

FROM: Samantha M. Fuhrey, Superintendent

RE: 2018-2019 Work Year

DATE: April 25, 2018

Your work year will begin July 2, 2018 with the last workday being June 28, 2019. Your holidays are as follows:

Wednesday	July 4	4 th of July
Monday	September 3	Labor Day
Thursday-Friday	November 22-23	Thanksgiving Break
Monday-Friday	December 24-28	Holiday Break
Monday-Thursday	December 31-January 3	Holiday Break
Monday	January 21	Martin Luther King, Jr.
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: No Fall or Winter Break holidays.**