

Kalamazoo Public Schools

Every child, every opportunity, every time!

KALAMAZOO PUBLIC SCHOOLS
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Department of Human Resources
Sheila Dorsey-Smith
Assistant Superintendent

TO: All Employees – Washington Writers' Academy and Woodward School for Technology and Research

FROM: Sheila Dorsey-Smith, Assistant Superintendent, Human Resources

DATE: July 10, 2019

RE: Dates NOT Available for Personal Business Leave

Below are the dates NOT available for personal business leave for the 2019-2020 school year:

DATES <u>NOT</u> AVAILABLE FOR PERSONAL BUSINESS LEAVE 2019-2020 SCHOOL YEAR		
Monday	July 15, 2019	After Summer Break
Friday	August 23, 2019	Before Labor Day Break
Tuesday	September 3, 2019	After Labor Day Break
Friday	October 11, 2019	Before 1 st Break
Monday	October 28, 2019	After 1 st Break
Friday	November 22, 2019	Before Thanksgiving Break
Monday	December 2, 2019	After Thanksgiving Break
Friday	December 20, 2019	Before Winter Break
Monday	January 6, 2020	After Winter Break
Wednesday	February 19, 2020	Before Mid-Winter Break
Monday	March 2, 2020	After Mid-Winter Break
Friday	March 27, 2020	Before Spring Break
Monday	April 13, 2020	After Spring Break
Tuesday	May 19, 2020	Before Memorial Day Break
Tuesday	May 26, 2020	After Memorial Day Break
Friday	June 12, 2020	Before Summer Break