



**ST. VRAIN VALLEY SCHOOLS**  
*academic excellence by design*

**Department of Human Resources**

395 South Pratt Parkway, Longmont, Colorado 80501  
303-682-7367

**To: SVVSD Administrators & Supervisors**

**From: Todd Fukai, Assistant Superintendent of Human Resources**

**Date: March 15, 2020**

**Re: 2020-2021 Work Calendars – Holidays & Non-work Days**

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The 2020-2021 approved work calendars are available on the SVVSD website for use in planning for the upcoming school year. On the website select “Employees” > “Human Resources”, then from the menu on the right select “Work Calendars”. Please review the appropriate calendar(s) and share with staff members in your building or department accordingly.

Listed below are the 2020-2021 contract year scheduled holidays and other non-work days for 12-month (248 Day) employees.

July 4, 2020	Independence Day
September 7, 2020	Labor Day
November 26 & 27, 2020	Thanksgiving Break
December 24 & 25, 2020	Christmas Eve & Christmas Day
December 31, 2020	New Year’s Eve
January 1, 2021	New Year’s Day
January 18, 2021	Martin Luther King, Jr. Day
February 15, 2021	President’s Day
March 25 & 26, 2021	Spring Break
May 31, 2021	Memorial Day

Generally, all district administrative offices and departments will close on the following days during the winter break – December 24th through January 3rd. Twelve month employees (248 Day) who take December 21-23, and 28-30 off must use appropriate leave for these six (6) days as approved by their immediate supervisor. Individual administrators and supervisors should submit modified schedule requests to the Assistant Superintendent of Human Resources by December 1, 2020 for review and approval. Final approval will be determined by December 7, 2020. Please contact me should you have questions or need additional information.