



**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: April 13, 2021**

**Re: 2021-2022 Work Calendars – Holidays & Non-work Days**

---

The 2021-2022 approved work calendars are available on the SVVSD website for use in planning for the upcoming school year. On the website select “Departments” > “Human Resources”, then from the Quick Links at the top select “Employee Calendars”. Please review the appropriate calendar(s) and share with staff members in your building or department accordingly.

Listed below are the 2021-2022 contract year scheduled holidays and other non-work days for 12-month (248 Day) employees.

|                        |   |
|------------------------|---|
| July 5, 2021           | Independence Day                        |
| September 6, 2021      | Labor Day                               |
| November 25 & 26, 2021 | Thanksgiving Break                      |
| December 23 & 24, 2021 | Christmas Eve & Christmas Day (weekend) |
| December 31, 2021      | New Year’s Eve                          |
| January 1, 2022        | New Year’s Day (weekend)                |
| January 17, 2022       | Martin Luther King, Jr. Day             |
| February 21, 2022      | President’s Day                         |
| March 24 & 25, 2022    | Spring Break                            |
| May 30, 2022           | Memorial Day                            |

Generally, all district administrative offices and departments will close on the following days during the winter break – December 20th through January 2nd. Twelve month employees (248 Day) who take December 20-22, and 27-29 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, 2021 for review and approval. Final approval will be determined by December 7, 2021. Please contact me should you have questions or need additional information.