March 1, 2001

MEMORANDUM NO. 8, 2000-2001
Community School District Affairs, Monitoring and Municipal Relations

BOARD OF EDUCATION OF THE CITY OF NEW YORK
OFFICE OF THE CHANCELLOR

TO: COMMUNITY SCHOOL BOARD PRESIDENTS, ALL SUPERINTENDENTS, CHIEF EXECUTIVES, EXECUTIVE DIRECTORS AND HEADS OF OFFICES

FROM: BURTON SACKS, CHIEF EXECUTIVE
COMMUNITY SCHOOL DISTRICT AFFAIRS, MONITORING AND MUNICIPAL RELATIONS

SUBJECT: SCHEDULED CLOSINGS OF DISTRICT AND CENTRAL HEADQUARTERS' OFFICES FOR SCHOOL YEAR 2001-2002

All district and central headquarters' offices of the Board of Education will be closed on the dates listed below. Except for "prevailing wage rate employees" subject to Section 220 of the New York State Labor Law, absence of per annum, per diem, hourly non-competitive and monthly salaried employees of the administrative staff and headquarters' pedagogical personnel scheduled to work on these days shall be excused without loss of pay and without charge to annual leave.

2001	July	4,	Wednesday	Independence Day
	September	3,	Monday	Labor Day
	September	18,	Tuesday and	Rosh Hashanah
	September	19,	Wednesday	
	September	27,	Thursday	Yom Kippur
	October	8,	Monday	Columbus Day Observed
	November	12,	Monday	Veterans Day Observed
	November	22,	Thursday and	Thanksgiving Holiday
	November	23,	Friday	
	December	24,	Monday and	Christmas Holiday
	December	25,	Tuesday	
	December	31,	Monday and	New Year's Holiday
2002	January	1,	Tuesday	
	January	21,	Monday	Dr. Martin Luther King, Jr. Day
	February	18,	Monday	Washington's Birthday Observed
	February	22,	Friday	Lincoln's Birthday Observed
	March	28,	Thursday and	First Day of Passover
	March	29,	Friday	Good Friday/Second Day of Passover
	May	27,	Monday	Memorial Day

NOTE:	June	6,	Thursday	Anniversary Day

Only Brooklyn and Queens district offices will be closed on Thursday, June 6, 2002. All central headquarters' offices in the five boroughs will be open as will district offices in the Bronx, Manhattan and Staten Island.

NOTE ON ELECTION DAY:

ALL SCHOOLS AND ALL OTHER BOARD OF EDUCATION FACILITIES WILL BE OPEN ON ELECTION DAY, TUESDAY, NOVEMBER ~~6, 2001.~~

District and central headquarters' staff working on Election Day will be entitled to be excused on another day on or before August 31, 2002 without loss of pay and without charge to annual leave. This other day will be selected in a manner which ensures the efficient operation of the office. Where feasible, employees may use the traditional date for Election Day as their "floating holiday."