CHANCELLOR'S MEMORANDUM NO. 3, 1998-99 Date: March 29, 1999

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: RUDOLPH F. CREW, CHANCELLOR RFC

SUBJECT: SCHEDULED CLOSINGS OF DISTRICT AND CENTRAL HEADQUARTERS' OFFICES FOR SCHOOL YEAR 1999-2000

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.

1999	July	5,	Monday	Independence Day
	September	6,	Monday	Labor Day
	September	20,	Monday	Yom Kippur
	October	11,	Monday	Columbus Day Observed
	November	11,	Thursday	Veterans Day
	November	25,	Thursday and	Thanksgiving Holiday
	November	26,	Friday	
	December	24,	Friday	Christmas Holiday
	December	31,	Friday	New Year's Holiday
2000	January	17,	Monday	Dr. Martin Luther King, Jr. Day
	February	21,	Monday	Washington's Birthday Observed
	April	20,	Thursday	First Day of Passover
	April	21,	Friday	Good Friday
	May	29,	Monday	Memorial Day
NOTE:	June	8,	Thursday	Anniversary Day

Only Brooklyn and Queens district offices will be closed on Thursday, June 8, 2000. 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, NOVEMBER 2, 1999.

District and central headquarters staff working on Election Day will be entitled to be excused on another day on or before August 31, 2000 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."

KENNETH I. ROFF
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