

**BALLARD COUNTY BOARD OF EDUCATION
2024 - 2025**

- 1 Certified/Classified employees ARE TO SUBMIT A PROPOSED WORKING CALENDAR TO THE CENTRAL OFFICE INDICATING PLANNED WORKING DAYS. Please plan non-working days on non-school days when possible.
- 2 The SIX paid holidays included in the year are: Jul. 4, Sep. 2, Nov. 28, Dec. 25, Jan. 1, 2025; May 26, 2025.
- 3 Your supervisor (principal, etc.) must approve days employee does not work.

	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	# DAYS
JUL	1	2	3	H 4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			23
AUG				1	OD 2	PD 5	PD 6	PD 7	FS 8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	22
SEP	H 2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30					21
OCT		1	2	3	4	FB 7	FB 8	FB 9	FB 10	FB 11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		23
NOV					1	4	NS 5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	PD 27	H 28	PD 29	21
DEC	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	NS 23	NS 24	H 25	NS 26	NS 27	NS 30	NS 31				22
JAN			H 1	NS 2	NS 3	6	7	8	9	10	13	14	15	16	17	NS 20	21	22	23	24	27	28	29	30	31	23
FEB	3	4	5	6	7	10	11	12	13	14	PD 17	18	19	20	21	24	25	26	27	28						20
MAR	3	4	5	6	7	10	11	12	13	PD 14	NS 17	18	19	20	21	24	25	26	27	28	31					21
APR		1	2	3	4	SB 7	SB 8	SB 9	SB 10	SB 11	14	15	16	17	18	21	22	23	24	25	28	29	30			22
MAY				1	2	5	6	7	8	9	12	13	14	LS 15	CD 16	19	20	21	22	23	H 26	27	28	29	30	22
JUN	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30					21

TOTAL # DAYS WORKED FOR YEAR: _____ TOTAL # OF DAYS POSSIBLE TO WORK: **261**

Employee's Signature _____ DATE: _____ Position: _____

Supervisor's Signature _____ DATE: _____ # of days employed: _____