



MEMORANDUM

School Administrative Unit 39
P.O. Box 849
1 School Street
Amherst, NH 03031
Tel: 603-673-2690
FAX: 603-672-1786

TO: **SOUHEGAN** Support Staff and Administrators
FROM: Steven Chamberlin, Interim Superintendent of Schools
DATE: June 2022
RE: **2022-2023 Holiday Schedule**

Support staff and administrators are eligible to receive pay for designated holidays. The number of paid holidays is determined by the number of contracted days an employee is scheduled to work during the school year or on a year round basis. The dates below are designated holidays and the schools and SAU office will be closed with no access.

School Year Employees (less than 160 contracted days) = 5 paid holidays*
School Year Employees (more than 160 contracted days) = 10 paid holidays
Year Round Employees = 12 paid holidays

Year Round Employees:		
Independence Day	Monday	July 4, 2022
Labor Day	Monday	September 5, 2022
School Year & Year Round Employees:		
Columbus Day	Monday	October 10, 2022
Veterans Day	Friday	November 11, 2022
Day Before Thanksgiving	Wednesday	November 23, 2022
Thanksgiving Day*	Thursday	November 24, 2022
Day after Thanksgiving	Friday	November 25, 2022
Christmas Eve Observed *	Friday	December 23, 2022
Christmas (day after) *	Monday	December 26, 2022
New Year's Day (day after)	Monday	January 2, 2023
Martin Luther King Jr. Day *	Monday	January 16, 2023
Memorial Day *	Monday	May 29, 2023