



DISTRICT OFFICE
Tom Flanagan, Superintendent
150 Colchester Avenue
Burlington, VT 05401
802-865-5332
tflanagan@bsdvt.org

MEMORANDUM

To: Burlington School District Staff
From: Tom Flanagan, Superintendent
CC: Michelle Meola, Acting Director of Human Resources
Date: November 3, 2023
Subject: Holiday Schedule - Non-Union Personnel

Purpose: In 2021, [Juneteenth became a Federal Holiday](#). BSD's Leadership Team believes that this holiday warrants that the District be closed on this day in recognition of the day.

In SY 2023, full-time staff received Juneteenth as an extra holiday. In SY 2024, Juneteenth will replace Veteran's Day as a holiday. This change is being made to better align the list of available holidays across BSD with the school calendar and collective bargaining agreements. Last year, AFSCME added Juneteenth to the list of holidays and removed Veteran's Day because schools have traditionally been open on Veterans Day and many AFSCME employees have needed to work that day despite the holiday.

BSD anticipates that some employees may understandably still want to observe Veterans Day, and we will be happy to grant the use of floating holidays, personal days, or vacation days for this use. We also acknowledge the sacrifices of our veterans and recognize that this may feel like one more sacrifice. Please know that it was not an easy decision to remove this as an official holiday, but we believe it makes the most sense in terms of matching our current school year calendar. We will be updating our personnel manual to reflect this change.

To accommodate this, we have updated our list of holidays for non-union personnel. (If you are a member of a bargaining unit, please consult your collective bargaining agreement.)

Beginning in 2023-2034, the following days are recognized as District holidays:

New Year's Day*

Martin Luther King, Jr. Day

Lincoln's Birthday

Presidents' Day

Town Meeting Day

Memorial Day*

Juneteenth*

Independence Day*

Bennington Battle Day

Labor Day*

Indigenous People's Day

Thanksgiving Day*

Christmas Day*

**Days the District is considered closed. The remaining days, on which the District is open, employees may choose to work and schedule the day off at another time, with Supervisor approval.*

Please note that while these Holidays have been posted in previous years in our Employee Handbook, we are in the process of updating that handbook. Once that process is complete, this list will also be represented in that document as well. If you have any questions or concerns, please feel free to reach out to anyone on the HR team.