



**CLASSIFIED | PARAEDUCATOR  
CONFIDENTIAL | CAMPUS SUPERVISOR  
2023-2024 School Year**

Below are the holidays and non-work days for the **2023-2024** school year. Dates that are **NOT** listed on your corresponding calendars as non-work days or holidays, **ARE** work days. Vacation requests must be approved by your immediate supervisor.

**HOLIDAYS**

- INDEPENDENCE DAY:** July 4, 2023
- LABOR DAY:** September 4, 2023
- VETERAN'S DAY:** November 10, 2023
- THANKSGIVING:** November 23 & 24, 2023
- WINTER:** December 25 & 29, 2023 & January 1 & 2, 2024
- MARTIN LUTHER KING JR DAY:** January 15, 2024
- PRESIDENT'S DAY:** February 19 & 23, 2024
- SPRING:** April 1, 2024
- MEMORIAL DAY:** May 27, 2024
- JUNETEENTH:** June 19, 2024

**NOTE:**  
When a specified holiday falls on a Saturday, it shall be celebrated on the preceding Friday; when a specified holiday falls on a Sunday, it shall be celebrated on the following Monday.

**CAMPUS SUPERVISOR-10 MONTHS: AUGUST 14, 2023 – JUNE 5, 2024**

<u>Position</u>	<u>Non-Work Days</u>
Campus Supervisor (excluding OMCHS and OAS) Lead Campus Supervisors	TEACHER PREP DAY: August 15 & January 8 THANKSGIVING BREAK: November 20, 21, 22 WINTER BREAK: December 26, 27, 28 & January 3, 4, 5 DISTRICT RECESS: February 20, 21, 22 SPRING BREAK: April 2, 3, 4, 5

**NUTRITION SERVICES-10 MONTHS: AUGUST 14, 2023 – JUNE 5, 2024**

<u>Position</u>	<u>Non-Work Days</u>
Nutrition Services: Assistants, Cooks & Drivers (excluding CAPE and RCHS)	TEACHER PREP DAY: August 15 & January 8 THANKSGIVING BREAK: November 20, 21, 22 WINTER BREAK: December 26, 27, 28 & January 3, 4, 5 DISTRICT RECESS: February 20, 21, 22 SPRING BREAK: April 2, 3, 4, 5

**PARAEDUCATOR: AUGUST 14, 2023 – JUNE 5, 2024**

<u>Position</u>	<u>Non-Work Days</u>
Paraeducator	THANKSGIVING BREAK: November 20, 21, 22 WINTER BREAK: December 26, 27, 28 & January 3, 4, 5 DISTRICT RECESS: February 20, 21, 22 SPRING BREAK: April 2, 3, 4, 5

**CLASSIFIED EMPLOYEES: AUGUST 14, 2023 – JUNE 5, 2024**

<u>Position</u>	<u>Non-Work Days</u>
Cal Safe [Assistant, Associate Teacher, Site Leader] Categorical Guidance Technician Guidance Technician (including Wellness) Licensed Vocational Nurse Speech Language Pathologist Assistant	TEACHER PREP DAY: August 15 & January 9 THANKSGIVING BREAK: November 21, 22

**CLASSIFIED EMPLOYEES: AUGUST 16, 2023 – JUNE 28, 2024****Position****Non-Work Days**

ASB Account Clerk [Plus extra days for closing]  
 Attendance Advisor  
 College and Career Center Technician  
 Clerical Assistant II  
 Office & Faculty Support  
 Compensatory Education Parent Liaison

THANKSGIVING BREAK: November 20, 21, 22  
 DISTRICT RECESS: February 20, 21, 22

**CLASSIFIED EMPLOYEES-11 MONTHS: AUGUST 1, 2023 – JUNE 28, 2024****Position****Non-Work Days**

Adult Education Account Clerk  
 Clerical Assistant II - IEP  
 Clerical Assistant III [IEP, Attendance, Records, SSS, OAS]  
 Clerical III Attendance/Records (OMCHS)  
 Guidance Technician [OAS]  
 Employment Specialist  
 Library Textbook Media Career Center Tech [FHS]  
 Nutrition Services Clerk [DO]  
 Registrar [OAS]  
 Site Administrative Secretary  
 Textbook Library Media Technician

THANKSGIVING BREAK: November 22

**CAFETERIA MANAGERS and HEALTH OFFICE TECHNICIANS: AUGUST 2, 2023 – JUNE 5, 2024****Position****Non-Work Days**

Cafeteria Manager  
 Health Office Technicians

THANKSGIVING BREAK: November 21, 22

**CLASSIFIED EMPLOYEES-12 MONTHS: JULY 3, 2023 - JUNE 28, 2024****Position****Non-Work Days**

Accounting Staff  
 Administrative Assistant  
 Administrative Secretary II  
 Attendance Account Technician  
 Attendance Specialist  
 Director's Secretary  
 Executive Assistant  
 Human Resources Staff  
 IT Staff  
 Facilities/Maintenance/Operations/Transportation Staff  
 Nutrition Services Aide  
 Payroll  
 Purchasing Clerk  
 Receptionist [DO & Sites]  
 Registrar  
 Research & Accountability Technician  
 Site Administrative Secretary  
 Technology Support Assistant [Oxnard Adult School]  
 Warehouse Person/Expediter  
 Warehouse Operator

THANKSGIVING BREAK: November 22

**OXNARD MIDDLE COLLEGE: AUGUST 7, 2023 – MAY 31, 2024****Position****Non-Work Days**

Guidance Technician Wellness Center

TEACHER PREP DAY: August 14 & January 8  
 CLASS NOT IN SESSION: October 16  
 THANKSGIVING BREAK: November 22

**RANCHO CAMPANA: AUGUST 14, 2023 – JUNE 5, 2024**

**Position**

**Non-Work Days**

Campus Supervisor  
Nutrition Services: Assistants, Cook & Driver

TEACHER PREP DAY: August 15 & March 11  
THANKSGIVING BREAK: November 20, 21, 22  
WINTER BREAK: December 26, 27, 28 & January 3, 4, 5  
DISTRICT RECESS: February 20, 21, 22  
SPRING BREAK: April 2, 3, 4, 5

**OXNARD ADULT SCHOOL: AUGUST 21, 2023 – JUNE 6, 2024**

**Position**

**Non-Work Days**

Campus Supervisor  
Paraeducator

THANKSGIVING BREAK: November 20, 21, 22  
WINTER BREAK: December 26, 27, 28 & January 3, 4, 5  
DISTRICT RECESS: February 20, 21, 22  
SPRING BREAK: April 2, 3, 4, 5, 8, 9, 10, 11, 12

**NUTRITION SERVICES-CAPE: AUGUST 14, 2023 – JUNE 7, 2024**

**Position**

**Non-Work Days**

CAPE Nutrition Services: Driver

TEACHER PREP DAY: August 15, January 8, & March 11  
THANKSGIVING BREAK: November 20, 21, 22  
WINTER BREAK: December 22, 26, 27, 28 & January 3, 4, 5  
DISTRICT RECESS: February 20, 21, 22  
SPRING BREAK: April 2, 3, 4, 5