

MANUAL OF PROCEDURES


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PROCEDURE NUMBER:	2750
PROCEDURE TITLE:	All Full-time Personnel: Calendar 2025-2026
STATUTORY REFERENCE:	Florida Statutes 1001.02, 1001.64(3) (6) AND (18) State Board of Education Rule 6A-14.0247(6), 6A-14.0262(7)
BASED ON POLICY:	II-35: Full-Time Personnel: Holiday & Recess Periods
EFFECTIVE DATE:	July 1, 2020
LAST REVISION DATE:	April 24, 2025; September 24, 2025
LAST REVIEW DATE:	September 24, 2025

All full-time faculty, professional exempt contractual (PEC), professional exempt non-contractual (PNC), and support non-exempt (SNE) personnel shall observe the specific holidays and recess period(s) for the academic/fiscal 2025-2026 calendars as follows:

DATE	HOLIDAYS/RECESS PERIOD
July 4, 2025	Observance of Independence Day for instructional and non-instructional personnel
August 2, 2025	Last day of the 2024-25 Basic Year Contract (191 days) working Summer Session B for instructional personnel
August 20, 2025	Last day of 2024-25 Academic Year Flexible Contract (191 days) for instructional personnel
August 20, 2025	Contract beginning date for 2025-26 Academic Year instructional personnel
August/September 30-1, 2025	Observance of Labor Day for instructional personnel
September 1, 2025	Observance of Labor Day for non-instructional personnel
November 11, 2025	Observance of Veterans Day for instructional and non-instructional personnel
November 27-30, 2025	Observance of Thanksgiving Holiday for instructional personnel and non-instructional personnel
December 18, 2025 - January 4, 2026	College Winter Recess for instructional personnel
December 22, 2025 - January 4, 2026	College Winter Recess for non-instructional personnel
December 25, 2025	Observance of Christmas Day Holiday

January 1, 2026	Observance of New Year's Day Holiday
January 17-19, 2026	Observance of Martin Luther King Jr. Birthday for instructional personnel
January 19, 2026	Observance of Martin Luther King Jr. Birthday for non-instructional personnel
February 14-16, 2026	Observance of President's Day for instructional personnel
February 16, 2026	Observance of President's Day for non-instructional personnel
March 23-29, 2026	Spring Break for instructional and non-instructional personnel
April 3-5, 2026	Spring Recess for instructional and non-instructional personnel
May 4-8, 2026	Semester Break for instructional personnel
May 23-25, 2026	Observance of Memorial Day for instructional personnel
May 25, 2026	Observance of Memorial Day for non-instructional personnel
June 20, 2026	Last day of the 2025-26 Basic Year Contract working Summer Session A (191 days) for instructional personnel
July 3, 2026	Observance of Independence Day for instructional and non-instructional personnel
August 1, 2026	Last day of the 2025-26 Basic Year Contract (191 days) working Summer Session B for instructional personnel
August 19, 2026	Last day of 2025-26 Academic Year Flexible Contract (196 days) for instructional personnel

	09/24/2025
PRESIDENT	DATE