

**Port Washington-Saukville School District
PERSONAL LEAVE EXCLUSION DATES
2016-2017**

The following list of dates are those which cannot be considered for personal leave approval during the 2016-2017 school year.

**Thursday, August 25, 2016
Friday, August 26, 2016
Tuesday, August 30, 2016
Wednesday, August 31, 2016**

**Thursday, September 1, 2016
Friday, September 2, 2016
Tuesday, September 6, 2016
Friday, September 23, 2016**

Tuesday, October 11, 2016

**Friday, November 4, 2016
Tuesday, November 22, 2016
Monday, November 28, 2016**

Wednesday, December 21, 2016

**Tuesday, January 3, 2017
Friday, January 20, 2017**

Friday, February 10, 2017

**Thursday, March 2, 2017
Friday, March 24, 2017**

**Friday, April 7, 2017
Monday, April 17, 2017
Tuesday, April 25, 2017**

**Friday, May 26, 2017
Tuesday, May 30, 2017**

Friday, June 2, 2017

The use of personal leave from May 1st through the end of the school year is highly discouraged unless absolutely necessary. Approval will be at the sole discretion of the principal or supervisor, and only if adequate substitutes are available.

Approved: 7/20/16