

**Dear Novato Youth Center Parents and Guardians,**

**Re: ECE and School Age Calendar for the fiscal year time period: July 1, 2018-June 30, 2019**

We hope your child had a successful academic year! In order to give you enough time to plan, we would like to provide you with advance notice regarding scheduling changes over the next year. As you know, we also prioritize professional development for our staff so that we can continue to increase the quality of the program for your child. Please find below the dates that the ECE and School Age Child Development programs will either be closed or have alternate operating hours for staff holidays or professional development days.

**2018 DATES CHANGE IN OPERATING HOURS**

Wednesday, July 4 Closed-Holiday  
Friday, Aug 31 Open **7am-5pm**  
Monday, Sept 3 Closed – Labor Day Holiday  
Tuesday, Sept 18 Open **7am-5pm** – All staff meeting  
Friday, Oct 19 Open **7am-5pm** – Freaky Friday fundraiser  
Wednesday, Oct 31 Open **7am-5pm**-Halloween  
Monday, Nov 12 Closed – Veteran’s Day/Staff development day  
Mon-Wed, Nov 19-21 Open **8am-4pm**  
Thurs-Fri Nov 22-23 Closed– Thanksgiving Holidays  
Friday, Dec 7 Open **7am-5pm**-Staff/Board Party  
Mon-Tues, Dec 24-25 Closed –Winter Holidays  
Wed-Fri, Dec 26-28 Open **8am-4pm**  
Monday, Dec 31 Closed-New Year’s Holiday

**2019 DATES CHANGE IN OPERATING HOURS**

Tuesday, Jan 1 Closed – New Year’s Holiday  
Wed-Fri, Jan 2-4 Open **8am-4pm**  
Monday, Jan 21 Closed – Staff Development Day/CPR and First Aid training  
Monday, Feb 18 Closed – Presidents’ Holiday  
Tues-Fri, Feb 19-22 Open **7am-5pm**  
Tuesday, March 12 Open **7am-5pm** – All staff meeting  
Mon-Fri, April 8-12 Open **7am-5pm**  
Friday, May 24 Open **7am-5pm**  
Monday, May 27 Closed – Memorial Day Holiday  
Thursday, June 13 Open **7am-4pm** (last day of school)  
Friday, June 14 Closed- School Age Staff Development Day/ECE Open \*Summer Transition/Teacher Rotation

**Sincerely,**  
**Ruthie Ament, Child Development Program Manager**