

Otero College
 Child Development Services
 Head Start 2024-2025 Program Calendar

August 2024
 (8 Student Days & 18 Staff Days—staff starting Aug 5)

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9★	10
11	12	13	14	15	16	17
18	19△	20	21	22	23	24
25	26	27	28	29	30	31

September 2024
 (16 Student Days & 19 Staff Days)

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13▽	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024
 (19 Student Days & 22 Staff Days)

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11▽	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024
 (12 Student Days & 14 Staff Days)

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15▽	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024
 (12 Student Days & 13 Staff Days)

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13★	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Bi-Weekly pay periods could change due to holiday—check with supervisor for any changes

- Guide: **Bi-Weekly Payroll Date** non work day
 Center work/train day Staff first aide/cpr training
 Inservice Classes resume or begin
 Parent Teacher Conferences Early Release

August

Center Managers start	Aug. 1
New education staff training	Aug. 1, 2
Family/Health Advocates start	Aug. 1
Staff start	Aug 5
Center preparation/trainings	Aug 5-7
Fall registration	Aug. 7
Autism Training-all programs	Aug. 8
General Orientation	Aug. 9
Center preparation/trainings/HV	Aug 12-16
Children start	Aug 19

September

ASQ Screener Day	Sept. 6
(Children come in for on-site screenings)	
Work/training days	Sept 6, 13 & 27
First Aid/CPR training	Sept. 13
Second quarter health & safety checklist	
first quarter is completed in July	

October

Work/training day-teachers finalize	Oct. 11
First Aid/CPR training	Oct. 11
Early student release at 12 noon	Oct. 17
Parent/Teacher conferences	Oct. 17, 18
Work/training day	Oct. 25

November

Work/training day	Nov. 8 & 15
First Aid/CPR training	Nov. 15
Fall break	Nov. 22-29

December

Work/training day	Dec. 8
Mid-year Inservice	Dec. 13
Winter break	Dec. 20-31

January

Winter Break	Jan. 1-3
Staff return	Jan. 6
Children return	Jan. 7
Work/training day -Teachers finalize	Jan. 31
Third quarter health & safety checklist	

February

Early student release at 12 noon	Feb. 6
Parent/Teacher conferences	Feb. 6, 7
Work/training day	Feb. 21

March

Work/training days	Mar 7
Spring Break	Mar 14-21
Fourth quarter health & safety checklist	

April

Spring registration-all centers	April 4
Inservice	April 11
Work /training day -Teachers finalize	April 25

May

Early student release at 12 noon	May 1
Parent/Teacher conferences	May 1, 2
Admissions committee	May 5
Work/training day	May 9, 23
First Aid/CPR trainings will be held in Sept, Oct and Nov and staff will be assigned a date to attend. If not assigned to attend will be a work day.	

Last day for children:

La Junta	May 13
Lamar	May 21
Manzanola	May 21
Rocky Ford	May 21
Las Animas	May 21

Last day for staff:

La Junta	May 15
Lamar	May 23
Manzanola	May 23
Rocky Ford	May 23
Las Animas	May 23

Total Student Days:

LJ	136 days
RF, MZY, LMR	141 days

Total Staff Days:

LJ	167 days
RF, MZY, LMR	172 days
Family/Health Advocates	169 or 174 days
Center Managers	174 days
LJ Cook 10 hr/day	152 days
*see separate work calendar	
RF, MZY, LMR, janitors, bus drivers, And cooks, 10/hr day	157 days
*see separate work calendar	

January 2025
 (15 Student Days & 17 Staff Days)

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7△	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025
 (16 Student Days & 18 Staff Days)

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025
 (13 Student Days & 14 Staff Days)

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Lamar Center Spring break See your Center Manager for your center's spring break dates

April 2025
 (18 Student Days & 21 Staff Days)

S	M	T	W	Th	F	S
		1	2	3	4★	5
6	7	8	9	10	11★	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

LJ(7 Student Days & 11 Staff Days)
 RF, MZY, LAS & LMR (12 Student Days & 16 Staff Days)

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Planned leave may not be used for any inservice—these dates are designated by the ★ Teachers may not use leave on any finalization dates. Please reference employment contract for start and end work dates as these may vary by position.