



MADISON AREA SPECIAL SERVICES UNIT

OFFICE CALENDAR

July 1, 2015 – June 30, 2016

DAY	DATE	REASON
Wednesday	July 1	First Day of Operational Year
Friday	July 3	Observe Independence Day (Office Closed)
Monday	September 7	Labor Day (Office Closed)
Friday	October 16	Fall Break (Office Closed)
Thursday-Friday	November 26-27	Thanksgiving Break (Office Closed)
Thursday-Friday	December 24-25	Christmas Break (Office Closed)
Thursday-Friday	Dec. 31-Jan. 1	Observe New Year's (Office Closed)
Monday	February 15	Presidents' Day (Office Closed)
Friday	March 25	Good Friday (Office Closed)
Monday	May 30	Memorial Day (Office Closed)
Thursday	June 30	Last Day of Operational Year

Office Hours: 7:30 a.m. – 4:00 p.m.  
 Office closed on weekends and days listed above  
 Total number of days office open: 250

*\*In the event make up days are work days in member corporations on scheduled holidays, SSU will determine coverage for such dates.*

*Approved 7/1/15*