

April 4, 2007

<b>DIRECTIVE:</b> <b>JOB CORPS PROGRAM INSTRUCTION NO. 06-24</b>
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**TO:**                    ALL JOB CORPS NATIONAL OFFICE STAFF  
                             ALL JOB CORPS REGIONAL OFFICE STAFF  
                             ALL JOB CORPS CENTER DIRECTORS  
                             ALL JOB CORPS CENTER OPERATORS  
                             ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
                             ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

**FROM:**                ESTHER R. JOHNSON, Ed.D.  
                             National Director  
                             Office of Job Corps

**SUBJECT:**            2007 Annual Summer Break

1.     Purpose. To provide the dates and related information for the 2007 summer break.
2.     Background. In the spring of 1999, the National Director convened a work group to recommend operational cost savings and efficiencies. One recommendation was to provide for two annual student breaks. The summer break allows students to be home while others their age are also out of school. In addition, centers can use this time for staff training and physical plant and equipment maintenance.
3.     Reference. Program Instruction No. 99-18.
4.     Action.
  - a.     The 2007 summer break will be 19 consecutive days, including 12 weekdays, the Fourth of July holiday, and three weekends. This year's summer break will:
    - (1)     **Begin Thursday, June 28, 2007** (normal classes ending Wednesday, June 27, 2007); and
    - (2)     **Continue through Monday, July 16, 2007** (normal classes resuming on Tuesday, July 17, 2007).
  - b.     Centers should mark these days as non-training days in their center calendars in the Center Information System (CIS).

- c. Information regarding pay procedures and pay dates for the 2007 summer break period will be released in a JCDC Notice when it becomes available.

Addressees are to ensure this Program Instruction is distributed to all appropriate staff.

5. Expiration Date. July 17, 2007.

6. Inquiries. Inquiries should be directed to Dennis Johnson at (202) 693-2876 or [johnson.dennis@dol.gov](mailto:johnson.dennis@dol.gov).