



Human Resources

Holidays – effective January 1, 2020

Full-time employees shall be entitled to the following holidays when these holidays fall within their standard work week except as otherwise noted. Part-time employees are not entitled to receive compensation for these holidays.

Designated paid holidays are:

- One-half day on New Year's Eve. [Note: If this day falls on a Saturday, on-half day is observed on the preceding Friday, if the holiday falls on a Sunday, the holiday is not observed.]
- New Year's Day [Note: If this day falls on a Saturday or a Sunday, the following Monday will be taken as the holiday.]
- Martin Luther King Day
- President's Day
- One-half day on Good Friday
- Memorial Day
- July 4th, if the holiday falls on a Saturday or Sunday, the holiday will be observed the following Monday
- Victory Day
- Labor Day
- Columbus Day
- Veteran's Day
- One-half day on Wednesday before Thanksgiving Day
- Thanksgiving Day
- Day after Thanksgiving
- Election Day in every Election Year
- One-half day on Christmas Eve [Note: If this day falls on a Saturday, one-half day is observed on the preceding Friday, if the holiday falls on a Sunday, the holiday is not observed.]
- Christmas Day [Note: If this day falls on a Saturday the preceding Friday shall be taken as the holiday, if the day falls on a Sunday the following Monday shall be taken as the holiday.]
- Day after Christmas [Note: If this day falls on a Saturday or a Sunday, the following Monday will be taken as the holiday.]