

HOLIDAYS

Accrued holiday time must be used within the period of six weeks before to six weeks after the designated holiday or it will be lost. Holiday time is loaded in the time keeping system on these guide lines. Below are the dates that the time is available to be used.

New Year's Day (January 1st) Available November 20 thru February 12, 2024

President's Day (February 19th) Available January 8 thru April 2, 2024

Memorial Day (May 27th) Available April 15 thru July 8, 2024

Independence Day (July 4th) Available May 23 thru August 15, 2024

Labor Day (September 2nd) Available July 22 thru October 14, 2024

Columbus Day (October 14th) Available September 2 thru November 25, 2024

Thanksgiving (November 28th) Available October 17 thru January 9, 2025

Christmas (December 25th) Available November 13 thru February 5, 2025

*Note:

No holiday shall be lost if a request is not approved due to staffing.