

HOLIDAY LEAVE--MANAGERS, SUPERVISORS AND CONFIDENTIAL EMPLOYEES

Employees designated as supervisory, management or confidential shall be entitled to the following holidays with pay:

New Year's Day
Dr. Martin Luther King, Jr. Day
Lincoln Day
Washington Day
Memorial Day
Independence Day
Labor Day
Native American Day
Veterans Day
Thanksgiving Day
Friday after Thanksgiving Day
Christmas Day

When a holiday listed above falls on Sunday, the following Monday shall be deemed to be a holiday in lieu of the day observed. When a holiday listed above falls on Saturday, the preceding Friday shall be deemed to be the holiday in lieu of the day observed. The dates listed above are subject to calendar variance, in keeping with actions of the State Legislature and the Governing Board, which shall be reflected on the academic and District calendars.

Day before Christmas
Day before New Year's Day

If these days fall on a Friday, the preceding Thursday will be deemed to be the holiday. If these days fall on a Saturday or Sunday, the preceding Friday will be deemed to be the holiday.

Five additional Governing Board granted holidays during the Winter Holiday recess period with the dates determined by the Governing Board annually after the college calendar has been adopted.

In the absence of express provisions to the contrary, managers, supervisors and confidential employees shall be entitled to all paid holidays provided to bargaining unit employees.

Should a holiday as enumerated above or any other day designated by the President of the United States or the Governor of the State of California as a public holiday occur while an employee is absent from work because of sick leave, vacation or any other paid leave of absence, the holiday shall be considered as time worked and shall not be deducted from the other paid leave of absence.

All employees shall be entitled to the number of holidays which fall within their work year, regardless of work days or work shift.

Public Employees, Local 1, Article 9

Historical Annotation:
Revised 5/12/82
Second Revision 10/9/85
Third Revision 6/27/90
Fourth Revision 7/1/95
Fifth Revision 7/21/99
Sixth Revision 5/29/02
Seventh Revision 1/22/14

Related Procedures:
Human Resources Procedure 3100.01
Management, Supervisory, and Confidential Employees Personnel Manual 10.1