

## HOLIDAYS

**RULE:** To identify employee holidays and to establish a consistent procedure for scheduling and payment.

**Teacher:** NA There will be 187 work days for the District calendar for teachers.

**Custodial:** New Year's Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving, Christmas Day, plus 2 floating holidays.

**Cleaner:** NA

**Food Service, Aide, Secretary:** New Year's Day, Memorial Day, Labor Day, Thanksgiving, Christmas Day.

**Bus Driver:** New Year's Day, Thanksgiving, Christmas Day.

**Observance:** When a holiday falls on a Saturday or Sunday, the holiday will be rescheduled on the Friday immediately preceding, the Monday immediately succeeding, or as determined by the District Administrator.

**Eligibility:** All full-time employees are eligible to receive compensation for holidays; temporary or limited-term employees are not eligible. In order to receive holiday pay, employees must work the day before and the day after each holiday to be eligible for holiday pay with the exception of normal days off or excused absences. No employee shall be compensated more than once for each holiday.