

# Yosemite Community College District

## CSEA, Chapter 420

---

June 25, 2018

**TO:** YCCD Classified Staff

**SUBJECT:** 2018-2019 Holiday Schedule

Attached is the 2018-2019 holiday schedule. District and College offices will close from Monday, December 24, through Tuesday, January 1. Normal work schedules will resume **Wednesday, January 2, 2019**.

Winter Holiday schedule:

**Monday, December 24 - Christmas Eve**

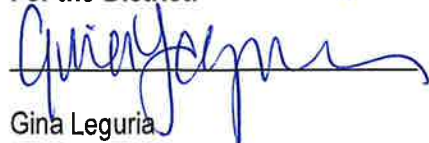
**Tuesday, December 25 - Christmas Day**

**Monday, December 31 - In-lieu day (Admissions Day)**

**Tuesday, January 1 - New Year's Day**

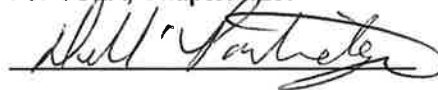
For the three duty days during this period (**Wednesday, December 26; Thursday, December 27; and Friday, December 28**), full-time classified unit members will be granted three days of paid leave. Part-time unit members with normal work assignments during the Winter Closure period will be granted up to three work days (prorated to percentage of employment) paid leave. Classified staff who work less than 12 months per year and whose assignments are normally inactive during the Winter break are ineligible for paid leave but may use vacation or comp time during this period.

**For the District:**



Gina Leguria  
Vice Chancellor, Human Resources

**For CSEA, Chapter 420:**



Debbi Partridge  
President, CSEA, Chapter 420

GL/lm

cc: Leadership Team

**YOSEMITE COMMUNITY COLLEGE DISTRICT**  
**CLASSIFIED AND MANAGEMENT STAFF**  
**SCHEDULE OF HOLIDAYS**  
**2018-2019**

|   |                                    |
|---|------------------------------------|
| <b>Independence Day</b>                 | <b>Wednesday, July 4, 2018</b>     |
| <b>Labor Day</b>                        | <b>Monday, September 3, 2018</b>   |
| <b>Veteran's Day (Observed)</b>         | <b>Monday, November 12, 2018</b>   |
| <b>Thanksgiving Day</b>                 | <b>Thursday, November 22, 2018</b> |
| <b>Day following Thanksgiving</b>       | <b>Friday, November 23, 2018</b>   |
| <b>Christmas Eve</b>                    | <b>Monday, December 24, 2018</b>   |
| <b>Christmas Day</b>                    | <b>Tuesday, December 25, 2018</b>  |
| <b>Day in lieu of Admission Day</b>     | <b>Monday, December 31, 2018</b>   |
| <b>New Year's Day</b>                   | <b>Tuesday, January 1, 2019</b>    |
| <b>Martin Luther King Jr. Day</b>       | <b>Monday, January 21, 2019</b>    |
| <b>Lincoln Holiday</b>                  | <b>Friday, February 15, 2019</b>   |
| <b>Washington Holiday</b>               | <b>Monday, February 18, 2019</b>   |
| <b>Memorial Day</b>                     | <b>Monday, May 27, 2019</b>        |
| <b>Floating Holiday for Spring Day*</b> |                                    |

The District/Colleges will be closed from Monday, December 24 through Tuesday, January 1. Classified employees who would normally be on duty during the Christmas closure period may be eligible for up to three (3) days paid leave for use on December 26, 27, and 28. Please call Human Resources if you have questions.

\*Per the CSEA Contract and Leadership Team Handbook, Classified Employees and Leadership Team members with work schedules which included the former Spring Day Holiday shall be provided a floating holiday (8 hours) for use during the work year (July 1 to June 30). Scheduling of the floating holiday shall be at the staff member's request and administrative approval.