

Yosemite Community College District

CSEA, Chapter 420

March 26, 2021

TO: YCCD Classified Staff

SUBJECT: 2021 Winter Closure & 2021-2022 Holiday Schedule

This notice provides the 2021 Winter Closure schedule, as well as the schedule of holidays for 2021-2022. The District and College offices will close from Friday, December 24, through Monday, January 3. Normal work schedules will resume **Tuesday, January 4, 2022**.

Winter Holiday schedule:

Friday, December 24 - Christmas Eve

Monday, December 27 - Christmas Day (Observed)

Friday, December 31 - In-lieu day (Admissions Day)

Monday, January 3 - New Year's Day (Observed)

For the three duty days during the Winter Closure, full-time classified unit members will be granted three days of paid leave. For full-time classified staff with Monday through Friday schedules, the three days of paid leave will be **Tuesday, December 28; Wednesday, December 29; and Thursday, December 30**. These dates will be adjusted for classified staff with alternate schedules (other than Monday through Friday), in consultation with their supervisor for the appropriate dates.

Classified part-time unit members whose normal work assignments are during the Winter Closure period are eligible for paid leave, and will be granted up to three work days of paid leave, prorated to their percentage of employment.

Classified staff who work less than 12 months per year and whose assignments are normally inactive during the Winter break period, are ineligible for paid leave but may use vacation or comp time during this period.

Yosemite Community College District:

Kathren Pritchard
Senior Director, Human Resources

CSEA, Chapter 420:

Roberto Reyes
President, CSEA, Chapter 420

cc: Leadership Team

**YOSEMITE COMMUNITY COLLEGE DISTRICT
CLASSIFIED AND MANAGEMENT STAFF
SCHEDULE OF HOLIDAYS
2021-2022**

Independence Day (observed)	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Veteran’s Day	Thursday, November 11, 2021
Thanksgiving Day	Thursday, November 25, 2021
Day following Thanksgiving	Friday, November 26, 2021
Christmas Eve	Friday, December 24, 2021
Christmas Day (Observed)	Monday, December 27, 2021
Day in lieu of Admission Day	Friday, December 31, 2021
New Year’s Day (Observed)	Monday, January 3, 2022
Martin Luther King Jr. Day	Monday, January 17, 2022
Lincoln Holiday	Friday, February 18, 2022
Washington Holiday	Monday, February 21, 2022
Memorial Day	Monday, May 30, 2022
Floating Holiday *	For use during the work year (July 1 – June 30)

The District/Colleges will be closed from Friday, December 24 through Monday, January 3. Classified employees who would normally be on duty during the Christmas closure period may be eligible for up to three (3) days paid leave. Please see the holiday memo for details regarding the three days of paid leave.

*Per the CSEA Contract and Leadership Team Handbook, Classified Employees and Leadership Team members shall be provided the former Spring Day Holiday as a Floating Holiday (up to 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.