

Yosemite Community College District CSEA, Chapter 420

April 14, 2023

TO: YCCD Classified Professionals

SUBJECT: 2023-2024 Holiday Schedule & 2023 Winter Closure

This notice provides the schedule of holidays for 2023-2024, as well as the 2023 Winter Closure schedule. Please see the attached schedule of holidays for 2023-2024.

Winter Holiday schedule:

The District and College offices will close from Friday, December 22, through Monday, January 1. Normal work schedules will resume **Tuesday, January 2, 2024**

Friday, December 22 - Christmas Eve (Observed)

Monday, December 25 - Christmas Day

Friday, December 29 - In-lieu day (Admissions Day)

Monday, January 1 - New Year's Day

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 employees with Monday through Friday schedules, the three days of paid leave will be **Tuesday, December 26; Wednesday, December 27; and Thursday, December 28**. Classified employees with alternate schedules (other than Monday through Friday), are also eligible and may consult 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 employees 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:

Amy Lovett
President, CSEA, Chapter 420

cc: Leadership Team

**YOSEMITE COMMUNITY COLLEGE DISTRICT
CLASSIFIED AND MANAGEMENT EMPLOYEES
SCHEDULE OF HOLIDAYS
2023-2024**

Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Veteran’s Day (Observed)	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Day following Thanksgiving	Friday, November 24, 2023
Christmas Eve (Observed)	Friday, December 22, 2023
Christmas Day	Monday, December 25, 2023
Day in lieu of Admission Day	Friday, December 29, 2023
New Year’s Day	Monday, January 1, 2024
Martin Luther King Jr. Day	Monday, January 15, 2024
Lincoln Holiday (Observed)	Friday, February 16, 2024
Washington Holiday (Observed)	Monday, February 19, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth Holiday	Wednesday, June 19, 2024
Floating Holiday *	For use during the work year (July 1 – June 30)

The District/Colleges will be closed from Friday, December 22 through Monday, 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. 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 unit member’s request and administrative approval.