

Yosemite Community College District

CSEA, Chapter 420

March 14, 2022

TO: YCCD Classified Staff

SUBJECT: 2022 Winter Closure & 2022-2023 Holiday Schedule

This notice provides the 2022 Winter Closure schedule, as well as the schedule of holidays for 2022-2023. The District and College offices will close from Friday, December 23, through Monday, January 2. Normal work schedules will resume **Tuesday, January 3, 2023**.

Winter Holiday schedule:

Friday, December 23 - Christmas Eve (Observed)

Monday, December 26 - Christmas Day (Observed)

Friday, December 30 - In-lieu day (Admissions Day)

Monday, January 2 - 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 27; Wednesday, December 28; and Thursday, December 29**. Classified staff 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 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:

Amy Lovett
President, CSEA, Chapter 420

cc: Leadership Team

**YOSEMITE COMMUNITY COLLEGE DISTRICT
CLASSIFIED AND MANAGEMENT STAFF
SCHEDULE OF HOLIDAYS
2022-2023**

Independence Day (observed)	Monday, July 4, 2022
Labor Day	Monday, September 5, 2022
Veteran’s Day	Friday, November 11, 2022
Thanksgiving Day	Thursday, November 24, 2022
Day following Thanksgiving	Friday, November 25, 2022
Christmas Eve (Observed)	Friday, December 23, 2022
Christmas Day (Observed)	Monday, December 26, 2022
Day in lieu of Admission Day	Friday, December 30, 2022
New Year’s Day (Observed)	Monday, January 2, 2023
Martin Luther King Jr. Day	Monday, January 16, 2023
Lincoln Holiday	Friday, February 17, 2023
Washington Holiday	Monday, February 20, 2023
Memorial Day	Monday, May 29, 2023
Floating Holiday *	For use during the work year (July 1 – June 30)

The District/Colleges will be closed from Friday, December 23 through Monday, January 2. 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.