

ARTICLE XVI -- HOLIDAYS

Section 1. Legal Holidays

- A. The following are paid legal holidays for full-time permanent and full-time probationary employees:
 - 1. Labor Day
 - 2. Veterans' Day
 - 3. Thanksgiving Day
 - 4. Martin L. King's Birthday
 - 5. All Presidents' Day
 - 6. Memorial Day
 - 7. Independence Day (12-month employees)

- B. Part-time permanent and part-time probationary employees shall be eligible for four hours of pay at their regular hourly rate for each of the above legal holidays, provided that such employees have earned hours during the pay period in which the holiday occurred or during either of the two preceding pay periods.

- C. If a holiday falls during an employee's regular work week and the employee is required to work on that day, the employee will be paid one and one half times his/her regular rate of pay for all hours worked.

Section 2. Board-Approved Holidays

In addition to legal holidays, the following days have been approved as official holidays for all full-time permanent employees:

Friday following the fourth Thursday in November. (Thanksgiving)

Two days in addition to December 25.

In the event December 25 falls on Saturday, the holidays shall be observed on Thursday, Friday, and Monday.

In the event December 25 falls on Sunday, Monday, or Tuesday, holidays shall be observed on Monday, Tuesday, and Wednesday.

Section 3. Legal Holidays Falling on Saturday or Sunday

When a legal holiday falls on a Saturday or Sunday, it shall be observed, respectively, on the preceding Friday or the following Monday for permanent or probationary personnel not regularly scheduled to work on the respective Saturday or Sunday. In the event permanent or probationary employees are scheduled to work on such Saturday or Sunday, they shall be granted such holidays on the day on which the holiday occurs.

ARTICLE XVI (cont.)

Section 4. Succession of Holidays

When one or more holidays fall on Saturday or Sunday in a succession of holidays, the holiday occurring on Saturday shall be observed on a preceding workday; a holiday occurring on a Sunday shall be observed on a workday following the respective Sunday.

Section 5. Early Release on Working Day Preceding Holiday

On a working day, which immediately precedes a holiday, supervising administrators shall have the authority to release unit employees (Job Code 7013 -- Work Order Clerk and Job Code 4370 -- Chief Work Order Clerk) 30 minutes early. If the holiday falls on a Monday, supervising administrators may release these employees 30 minutes early on the preceding Friday.