AP 7240-2 Management Employees – Holidays

Reference:
Education Code Sections 79020 and 79021

1.0 **Holiday Calendar**: Management employees will be provided the following holidays:

New Year's Day
Martin Luther King Day
Lunar New Year
President's Day
Farmworkers Day
Spring Holiday
Memorial Day
Juneteenth
Independence Day
Labor Day
Veterans' Day
Thanksgiving Day
Friday after Thanksgiving
Day Preceding Christmas Day
Christmas Day
Three Days between Christmas Day and New Year's Eve
Day Preceding New Year's Day

2.0 **Holidays on Saturday and Sunday**: When a holiday falls on a Saturday, the preceding workday not a holiday shall be deemed to be that holiday. When a holiday falls on Sunday, the following workday not a holiday shall be deemed to be that holiday. The operation of this section shall not cause any management employee to lose any of the designated holidays.

3.0 **Holiday Pay Status**

3.1 Holidays are not included in the number of contractual duty days for academic management employees; therefore, academic management employees are not in paid status for holidays.

3.2 Classified management employees will be in paid status for holidays provided they were in a paid status during any portion of the working day of their normal assignment immediately preceding or succeeding the holiday. Classified management employees who are not normally assigned to duty during the winter and spring recesses shall be paid for those holidays provided that they were in a paid status during any portion of the working day of their normal assignment immediately preceding or succeeding the holiday period.

See Board Policy and Administrative Procedure 4010, Academic Calendar

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