

# SKIDMORE COLLEGE

## Human Resources

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### 2019-2020 HOLIDAY SCHEDULE

Tuesday

Thanksgiving Day		September 2, 2019
		December 23, 2019
Christmas Eve Day	Tuesday	December 24, 2019
Christmas Day	Wednesday	December 25, 2019
Days following Christmas	Thursday	December 26, 2019
	Tuesday	December 31, 2019
New Year's Day	Wednesday	January 1, 2020
Special Holiday	Thursday	January 2, 2020
Special Holiday	Friday	January 3, 2020
Martin Luther King, Jr. Birthday	Monday	January 20, 2020
Memorial Day	Monday	May 25, 2020
Floating Holiday	to be taken within fiscal year	June 1, 2019 – May 31, 2020

When a holiday falls on a Saturday, the preceding Friday is normally considered as the holiday. When a holiday falls on a Sunday, the following Monday is normally considered as the holiday.

#### NOTES:

Regular full-time employees are eligible for paid holidays as of date of hire. Regular part-time employees are eligible for paid prorated holidays after one year of employment if they are normally scheduled to work on a designated holiday.

Non-union, non-exempt employees who are required to work on a holiday as set forth on the above-listed holiday schedule will receive 1.5 times their regular rate for working that day plus receive either a floating holiday or will be paid the additional 7 hours for the day itself. All holidays must be used by May 31<sup>st</sup>.

As in the past, non-faculty exempt employees will receive a floating holiday in lieu of a holiday worked.

Union employees are guided by their respective bargaining unit contracts for designated holidays.

For further information, please contact Human Resources, Barrett Center extension 5800.