

HOLIDAY SCHEDULE FOR 2019

There are now 15 holidays each calendar year. St. Mary's College of Maryland will be **CLOSED** and employees occupying permanent positions will be paid for the following days.

<u>HOLIDAY</u>	<u>DATE</u>
New Year's Day	Tuesday, January 1
Spring Break Day	Friday, March 15
Memorial Day	Monday, May 27
Independence Day	Thursday, July 4
Labor Day	Monday, September 2
Thanksgiving Break	Wednesday, November 27 Thursday, November 28 Friday, November 29
Holiday Break	Tuesday, December 24 Wednesday, December 25 Thursday, December 26 Friday, December 27 Monday, December 30 Tuesday, December 31
New Year's Day 2020	Wednesday, January 1

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**FLOATING HOLIDAY Monday, January 21

** Although the College is open for business on this day, a holiday is earned in observance of Martin Luther King's Birthday. It may be used on or after that date with supervisory approval.

Notes: The holiday balance that appears on your timesheet includes only unused FLOATING HOLIDAY hours. All other holidays are earned and used on the days the College is closed, and thus will not appear as part of the balance on your timesheet.

The maximum annual leave allowed to be carried over for non-bargaining employees is 160 hours from one *fiscal year* to the next.