

10-MONTH EMPLOYEE HOLIDAY SCHEDULE FOR 2022

St. Mary's College of Maryland will be **CLOSED** and employees occupying permanent positions will be paid for the following 14 (fourteen) holidays.

<u>HOLIDAY</u>	<u>DATE</u>
New Year's Day	Monday, January 3
Floating Holiday <i>(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.)</i>	Monday, January 17
Spring Break Day	Friday, March 18
Memorial Day	Monday, May 30
Labor Day	Monday, September 5
Thanksgiving Break	Wednesday, November 23 Thursday, November 24 Friday, November 25
Holiday Break	Friday, December 23 Monday, December 26 Tuesday, December 27 Wednesday, December 28 Thursday, December 29 Friday, December 30

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New Year's Day 2023	Monday, January 2
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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.