

## HOLIDAYS

H-3

Nine (9) annual holidays with pay are provided by Potomac Conference. They are:

New Year's Day

Martin Luther King Day

President's Day

Memorial Day

Independence Day

Labor Day

Thanksgiving Day and half day before

Christmas Day and half day before

When a holiday falls on Thursday, the following day, Friday, is allowed as well. When the holiday falls on Sabbath, the previous Friday is allowed, and when the holiday falls on Sunday, the following Monday is allowed.

Any leave taken beyond the above days is to be counted as part of the annual vacation.

Part time employees are paid on a pro-rated basis for the above holidays.

**PLEASE NOTE: Inauguration Day Holiday has been deleted**