



## 2024 OBSERVED HOLIDAY SCHEDULE

**NOTE:** Any staff hired in October, November, and December will not be eligible to receive a Personal Day until the following January. Personal Days are use or lose only and cannot be paid out with PTO or Annual Leave at the end of employment.

Personal Day	Maximum of 8 hours to be used by 12/31/2024
New Year's Day	Monday, January 1 <sup>st</sup>
Martin Luther King Jr.'s Birthday	Monday, January 15 <sup>th</sup>
Memorial Day	Monday, May 27 <sup>th</sup>
Independence Day	Thursday, July 4 <sup>th</sup>
Labor Day	Monday, September 2 <sup>nd</sup>
Veterans Day	Monday, November 11 <sup>th</sup>
Thanksgiving Day	Thursday, November 28 <sup>th</sup>
Day after Thanksgiving	Friday, November 29 <sup>th</sup>
Christmas Eve	Tuesday, December 24 <sup>th</sup>
Christmas Day	Wednesday, December 25 <sup>th</sup>

*Revised 12/04/2023*