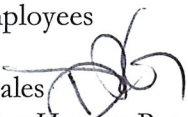




# HUMAN RESOURCES DEPARTMENT

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## DISTRICT HUMAN RESOURCES – CLASSIFIED BULLETIN KEEP FOR REFERENCE – AMENDED TO CORRECT FOOTNOTE 3

**DATE:** July 25, 2018  
**TO:** Administrators/Department Chairs/Supervisors  
Classified Employees  
**FROM:** Dianna Gonzales   
Vice Chancellor Human Resources

**SUBJECT:** CLASSIFIED HOLIDAY SCHEDULE, FISCAL YEAR 2018-2019

The following is a list of designated holidays for eligible classified employees of the San Francisco Community College District for the fiscal year ending June 30, 2019:

Wednesday	July 4, 2018	Independence Day
Monday	September 3, 2018	Labor Day
Monday	November 12, 2018	Veteran’s Day (Observed)
Thursday	November 22, 2018	Thanksgiving Day
Friday	November 23, 2018	Day after Thanksgiving
Tuesday	December 25, 2018	Christmas Day
Tuesday	January 1, 2019	New Year’s Day
Monday	January 21, 2019	Dr. Martin Luther King, Jr. Day
Friday	February 15, 2019	Lincoln Day
Monday	February 18, 2019	Washington Day
Sunday	March 31, 2019	Cesar Chavez Day ( <i>refer to Footnote 1</i> )
Monday	May 27, 2019	Memorial Day
	<b>Unspecified</b>	<b>Four<sup>1</sup> (4) Floating Holidays</b>

***ADDITIONAL DAYS OFF WITH PAY:<sup>2</sup>***

***Eligible employees shall be granted the following:***

*Wednesday–Monday Dec 26, 27, 28, 31, 2018*      *Days between Christmas and New Year’s Day<sup>3</sup>*  
*Monday – Friday Mar 25-29, 2019*                      *Spring Break<sup>4</sup>*

**--OVER--**

<sup>1</sup> For Fiscal year 2018-19 Classified employees are credited with four (4) floating holidays (rather than three (3)) to account for Cesar Chavez Day which falls on a Sunday and the College is open Monday, April 1, 2019.

<sup>2</sup> The Additional Days Off With Pay are applicable to eligible employees represented by SEIU 1021, Stationary Engineers Local 39 and SFBCTCU for 2018 – 2019.

<sup>3</sup> Eligible School Term Only (STO) employees who are not scheduled to work the designated days between Christmas and New Year’s Day above, shall be granted three (3) paid days off to be scheduled by mutual agreement between the employee and supervisor.

<sup>4</sup> Eligible School Term Only (STO) employees who are not scheduled to work the days designated as Spring Break will not be paid for these days off.

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