

Holidays

Policy Number: 130

It is customary to allow full-time employees to observe certain national and state holidays by granting the day of observance as a day off from regular duties at the employees' regular rate of pay.

Paid holidays are those days designated as "Legal Holidays" by Minnesota Statutes, Section 645.44, Subdivision 5, and presently include the following:

New Year's Day	January 1
Martin Luther King Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Special Holiday	Friday after Thanksgiving Day
Christmas Day	December 25

Provided that when New Year's Day, Independence Day, Veterans Day, or Christmas Day falls on Saturday, the preceding day shall be a holiday, and when they fall on Sunday, the following day shall be a holiday.

When a paid holiday falls during the employee's vacation period, that employee shall receive an additional eight (8) hours of paid vacation.

In the event required work may necessitate working on any of the aforementioned holidays, all full-time employees may elect to be paid additional compensation at the rate of one and one-half (1-1/2) times the regular rate of pay or be rewarded with the equivalent compensatory time off on the basis of one and one-half (1-1/2) hours off for each hour of work on a holiday.