



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
Office of Human Resources



Service Calendar for Members of the Classified Staff 2015-2016

HOLIDAYS

	2015							2016								
	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
July																
3 Independence Day (Observance)	JULY							(22***)	JANUARY							(19***)
	5	6	7	8	9	10	11	3	4	5	6	7	8	9		
September	12	13	14	15	16	17	18	10	11	12	13	14	15	16		
7 Labor Day	19	20	21	22	23	24	25	17	18	19	20	21	22	23		
	26	27	28	29	30	31		24	25	26	27	28	29	30		
								31								
November																
9 Veterans' Day (Observance)	AUGUST							(21***)	FEBRUARY							(19***)
25 Holiday (in lieu of Admissions Day)	2	3	4	5	6	7	8	7	8	9	10	11	12	13		
26 Thanksgiving Day	9	10	11	12	13	14	15	14	15	16	17	18	19	20		
27 Special Holiday (Board Granted)	16	17	18	19	20	21	22	21	22	23	24	25	26	27		
	23	24	25	26	27	28	29	28	29							
	30	31														
December																
24 Special Holiday (Board Granted)	SEPTEMBER							(21***)	MARCH							(23***)
25 Christmas Day	6	7	8	9	10	11	12	6	7	8	9	10	11	12		
28 Special Closure (Contract)	13	14	15	16	17	18	19	13	14	15	16	17	18	19		
29 Special Closure (Contract)	20	21	22	23	24	25	26	20	21	22	23	24	25	26		
30 Special Closure (Contract)	27	28	29	30				27	28	29	30	31				
31 Special Holiday (Board Granted)																
January																
1 New Year's Day	OCTOBER							(22***)	APRIL							(21***)
18 Martin Luther King Day	4	5	6	7	8	9	10	3	4	5	6	7	8	9		
	11	12	13	14	15	16	17	10	11	12	13	14	15	16		
	18	19	20	21	22	23	24	17	18	19	20	21	22	23		
	25	26	27	28	29	30	31	24	25	26	27	28	29	30		
February																
12 Lincoln Day (Observance)	NOVEMBER							(17***)	MAY							(21***)
15 Washington Day	1	2	3	4	5	6	7	1	2	3	4	5	6	7		
	8	9	10	11	12	13	14	8	9	10	11	12	13	14		
	15	16	17	18	19	20	21	15	16	17	18	19	20	21		
	22	23	24	25	26	27	28	22	23	24	25	26	27	28		
	29	30						29	30	31						
May																
30 Memorial Day	DECEMBER							(17***)	JUNE							(22***)
	6	7	8	9	10	11	12	5	6	7	8	9	10	11		
	13	14	15	16	17	18	19	12	13	14	15	16	17	18		
	20	21	22	23	24	25	26	19	20	21	22	23	24	25		
	27	28	29	30	31			26	27	28	29	30				

ASSIGNMENTS

Fiscal year (12 month assignment):
July 1, 2015 - June 30, 2016 = 262

10 and 11 Month Assignments:

10 month duty days: 202
11 month duty days: 224

NOTES:

1. HOLIDAY: A holiday which falls on a Saturday is taken the preceding Friday. A holiday which falls on a Sunday is taken the following Monday.
2. Regular classified, confidential and supervisory employees with permanent status shall be entitled to two (2) floating holidays, with prior request/approval of their supervisor.
3. Members of the Classified Service who work less than 12 months a year shall take their vacation during recess periods between semesters, Spring break, and during the period August through May.
4. No instruction this Saturday.

FISCAL YEAR SUMMARY:

Total Fiscal Year Days (excluding Saturday and Sunday)	262
Regular Holidays – see SEIU 1021 CBA, Section 18.1	-11
Special Holidays (Board Granted) – see SEIU 1021 CBA, Section 18.3	-3
Special Closure Holidays (Contract) – see SEIU 1021 CBA, Section 18.4	-3
Floating Holiday (Regular Classified, Confidential and Supervisory only) – see SEIU 1021 CBA, Section 18.5	-2

REQUIRED DUTY DAYS: (Full-time employees, including 2 floating holidays):

***SEIU Bargaining Unit	245
***Supervisory/Confidential	245