

PERSONNEL - Series 4000

- 4400 THE MERIT SYSTEM
- 4490 WAGE AND SALARY PROVISIONS
- 4493 HOLIDAY PAY
- 4493.1 Paid Holidays**

- A. In accordance with legal statutes and as provided by the County Superintendent/County Board of Education, all probationary or permanent classified employees shall be entitled to the following holidays: New Year's Day, workday preceding New Year's Day, Dr. Martin Luther King Jr. Day, Lincoln Day, Washington Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the Friday following Thanksgiving Day, the workday preceding December 25, December 31 and one additional workday during the week of December 24 or December 25 which will provide for at least a three-day weekend (in lieu of Admission Day).
- B. All probationary and permanent classified employees shall be entitled to the above-noted paid holidays provided they are in a paid status during any portion of their working day immediately preceding or succeeding the holiday. Holidays which occur before or after a person is employed by the County Education Office shall not be considered as paid holidays for such individuals.
- C. Probationary and permanent classified employees of the County Education Office who are not normally assigned to duty during the school holidays of December 25, January 1, or any Board declared holidays during the winter recess shall be paid for those holidays provided that they were in a paid status during any portion of the working day of their normal assignment immediately preceding or succeeding the holiday period.
- D. When a holiday listed in this section falls on a Sunday, the following Monday shall be deemed to be the holiday lieu of the day observed. When a holiday listed in this section falls on a Saturday, the preceding Friday shall be deemed to be the holiday lieu of the day observed.
- E. When a probationary or permanent classified employee is required to work on any of these holidays, he/she shall be paid compensation, or given compensation time off for such work, in addition to the regular pay received for the holiday, at the rate of one and one-half times the employee's regular rate of pay.

Reference:

Education Code Sections 1318, 37220, 45203-45206.5
Santa Barbara County Counsel Opinion dated April 27, 1983

Date Approved: January 12, 1976
Date (s) Revised: May 26, 1983
May 26, 1994
May 28, 1998
October 26, 2017