



# Holiday/Annual Leave Schedule for 11 & 12 Month Employees

July 1, 2024 - June 30, 2025

Date(s) Office Closed	Holidays
Thursday, July 4, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Monday, November 11, 2024	Veteran's Day
Thursday, November 28, 2024 Friday, November 29th, 2024	Thanksgiving Holidays
Tuesday, December 24, 2024 Wednesday, December 25, 2024 Thursday, December 26, 2024	Christmas Holidays
Wednesday, January 1, 2025	New Years Day
Monday, January 20, 2025	Martin Luther King, Jr. Day
Friday, April 18, 2025	Good Friday
Monday, May 26, 2025	Memorial Day

**Annual Leave days are earned annually as follows:**

Years of Aggregate State Service	Days Per Month	Days Granted Each Year	
		11 Month Employee	12 Month Employee
<b>0 - 5 Years</b>	1.17	12.87	14.04
<b>5 - 10 Years</b>	1.42	15.62	17.04
<b>10 - 15 Years</b>	1.67	18.37	20.04
<b>15 - 20 Years</b>	1.92	21.12	23.04
<b>20 + Years</b>	2.17	23.87	26.04



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Thursday, January 1, 2026	New Years Day
Monday, January 19, 2026	Martin Luther King, Jr. Day
Friday, April 3, 2025	Good Friday
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