

College Calendar Policy

- (1) College Calendar. The College's Executive Team will approve annually a fiscal year calendar which specifies school days; planning, development and training days; holidays; College breaks, etc.
 - (a) Holidays celebrated each year will generally include the following holidays:
 - (i) January 1, called New Year's Day;
 - (ii) The third Monday of January, called Dr. Martin Luther King, Jr. Day;
 - (iii) The third Monday of February, called Washington and Lincoln Day;
 - (iv) The last Monday of May, called Memorial Day;
 - (v) The Monday of the week containing June 19, called Juneteenth National Freedom Day;
 - (vi) July 4, called Independence Day;
 - (vii) July 24, called Pioneer Day;
 - (viii) The first Monday of September, called Labor Day;
 - (ix) The fourth Thursday of November, called Thanksgiving Day;
 - (x) December 25, called Christmas
 - (b) Other than Juneteenth National Freedom Day, if a holiday falls on a Sunday, then the following Monday may be the holiday. If a holiday falls on a Saturday, then the preceding Friday may be the holiday. For Juneteenth National Freedom Day, if June 19 falls on a Saturday or Sunday the following Monday may be the holiday.
 - (c) If a holiday occurs on a salaried employee's regularly scheduled day off, the employee may, with the approval of their supervisor, observe the holiday by taking off up to eight hours off on another regular work day during the same work week.
 - (d) The Executive Team may also provide for College breaks such as Fall Break, Thanksgiving Vacation, Christmas Vacation/Winter Holiday and Spring Break in order to align the college's schedule with the Washington County School District and Dixie State University.
- (2) The College Calendar shall be presented to the College Board of Directors and published on the College's website.
- (3) The Executive Team may modify the College Calendar in response to unanticipated events.

Revision Dates: May 4, 2022; March 27, 2019