

BAY de NOC COMMUNITY COLLEGE BOARD OF TRUSTEES PERSONNEL POLICIES

500 EMPLOYMENT BENEFITS

504 ADMINISTRATIVE AND HOURLY EMPLOYEES HOLIDAYS POLICY

It shall be the policy of the Bay de Noc Community College Board of Trustees to authorize the following as regularly scheduled paid holidays for administrative and hourly employees of the College:

New Year's Day

Martin Luther King Jr. Day

Memorial Day

Independence Day

Labor Day

Thanksgiving Day and the following day

Christmas Day and the preceding day

Floating Day (determined by the President)

When the holiday occurs on a Saturday, time off with pay is allowed on the preceding Friday. When the holiday occurs on a Sunday, time off with pay is allowed on the subsequent Monday.

If an employee is absent because of illness or injury on one or both days surrounding a designated holiday, the College reserves the right to verify the reason for the absence.

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Policy Revision Dates: 03/20/2019
05/19/2021