



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
Office of Human Resource Services
Service Calendar for Members of the Classified Staff 2009-2010



HOLIDAYS

July
 3 Independence Day (Observance)

September
 7 Labor Day

November
 13 Veterans' Day (Observance)
 25 Holiday (in lieu of Admissions Day)
 26 Thanksgiving Day
 27 Special Holiday (Board Granted)

December
 24 Special Holiday (Board Granted)
 25 Christmas Day
 28 Special Holiday (Contract)
 29 Special Closure (Contract)
 30 Special Closure (Contract)
 31 Special Holiday (Board Granted)

January
 1 New Years Day
 18 Martin Luther King Day

February
 12 Lincoln Day
 15 Washington Day

May
 31 Memorial Day

2009

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JULY						
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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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ASSIGNMENTS

Fiscal year (12 month assignment):
 July 1, 2009 - June 30, 2010 = 261

9, 10, and 11 Month Assignments:
 9 month duty days: 162
 10 month duty days: 201
 11 month duty days: 223

NOTES:

- 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.
- Regular classified, confidential and supervisory employees with permanent status shall be entitled to two (2) floating holidays, with prior request/approval of their supervisor.
- 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.
- No instruction this Saturday.

FISCAL YEAR SUMMARY:

Total Fiscal Year Days (excluding Saturday and Sunday).....	261
Regular Holidays – see SEIU 1021 CBA, page. 77, Section 18.1).....	-11
Special Holidays (Board Granted) – see SEIU 1021 CBA, page. 77, Section 18.3).....	-3
Special Closure Holidays (Contract) – see SEIU 1021 CBA, page. 77, Section 18.3).....	-3
Floating Holiday (Regular Classified, Confidential and Supervisory only) – see SEIU 1021 CBA, page. 78, Section 18.4).....	-2

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

***SEIU Bargaining Unit.....	244
***Supervisory/Confidential.....	244