

# McCRACKEN COUNTY SCHOOLS

## Staff Notes

**ITEM:** Paid Holiday Schedule for 12-Month Employees

**APPLICABLE BOARD OF EDUCATION POLICY, ADMINISTRATIVE REGULATION OR STATUTE:**

KRS 2:190  
KRS 157.510  
KRS 158.060  
KRS 158.070  
702 KAR 7:125

702 KAR 3:035  
MCBOE 08.3  
MCBOE 08.31  
MCBOE 08.32

**ISSUE:** Whether or not to approve paid holiday schedule for 12-month employees

**BACKGROUND:**

All district employees are allocated four paid holidays in the 2017-2018 school calendar which was adopted during the December 15, 2016, meeting of the McCracken County Board of Education. The dates are Monday, September 4<sup>th</sup>, (Labor Day), Thursday, November 23<sup>rd</sup>, (Thanksgiving Day), Monday, December 25<sup>th</sup>, (Christmas Day), and Monday, January 1<sup>st</sup>, (New Year's Day.)

For the 2016-2017 school year, 12-month employees received 11 paid holidays. These holidays have been assigned to 241-day employees for several years. 12-month employees receive no paid vacation days. The 2017-2018 school calendar allows for 11 paid holidays for 12-month employees as President's Day is a "no school day" and schools will not be in session. [Employees of County and State offices (including Kentucky Department of Education) who work 12 months receive 11.5 paid holidays.]

This request is to provide 11 paid holidays for 12-month employees of McCracken County Board of Education for the 2017-2018 school year as shown below:

Tuesday, July 4, 2017	Independence Day
Monday, September 4, 2017	Labor Day
Thursday, November 23, 2017	Thanksgiving Day
Friday, November 24, 2017	Day After Thanksgiving
Friday, December 22, 2017	Christmas Eve Holiday
Monday, December 25, 2017	Christmas Day
Friday, December 29, 2017	New Year's Eve Holiday
Monday, January 1, 2018	New Year's Day
Monday, January 15, 2018	Martin Luther King, Jr. Day
Monday, February 19, 2018	President's Day
Monday, May 28, 2018	Memorial Day

Paid holidays that are in conflict with a designated make-up day on the Board-approved school calendar may be observed by staff on an alternate date, as determined by the Superintendent.

**ALTERNATIVE ACTION:**

1. Approve the 11 paid holidays as listed above for 12-month employees for the 2017-2018 school year.
2. Do not approve the 11 paid holidays as listed above for 12-month employees for the 2017-2018 school year.
3. Table for further review.

**RECOMMENDATION:**

The Superintendent recommends the approval of the 11 paid holidays as listed above for 12-month employees for the 2017-2018 school year.

**CONTACT PERSON:** Johnna Lee DeJarnett, Assistant Superintendent

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Superintendent

\_\_\_\_\_  
Date