



INDEPENDENT SCHOOL DISTRICT 834 2021-2022 HOLIDAY SCHEDULE

52 WEEK EMPLOYEES

(This also includes District Directors, Principals, and
Coordinators/Supervisors/Specialists)

Monday, July 5, 2021

Monday, September 6, 2021

Thursday, November 25, 2021

Friday, November 26, 2021

Thursday, December 23, 2021

Friday, December 24, 2021

Friday, December 31, 2021

Monday, May 30, 2022

Floating Holiday (2)

Note: Employees working less than a full year shall be eligible for paid holidays on a pro-rated basis in accordance with applicable Mater Contract or Terms & Conditions of Employment. All employees eligible for ten paid holidays will have two floating holiday during the 2021-2022 school-year.



PROCEDURES and REMINDERS

PROCEDURES for entering a **Floating Holiday** into Skyward:

- Leave allocation for Floating Holidays becomes effective July 1, 2021 in Skyward.
- When entering in Skyward please choose the Floating Holiday option.
- Floating Holidays require Supervisor approval and will go through the same approval process as your vacation/non-duty days.

REMINDERS:

- Please remember the Floating Holiday(s) is the **only** holiday that needs to be submitted through Skyward.
- The Floating Holiday(s) is/are two of your ten paid holidays.
- With Supervisor approval, Floating Holidays can be used anytime. They don't have to coincide with a holiday.