



**CENTRAL COUNTIES SERVICES**

**MEETING BEHAVIORAL AND DEVELOPMENTAL NEEDS**

Bell ♦ Coryell ♦ Hamilton ♦ Lampasas ♦ Milam



## 2023 EMPLOYEE OBSERVED HOLIDAY CALENDAR

Holiday	Day Observed	Date
New Year's Day	Monday	January 2
Martin Luther King Jr. Day	Monday	January 16
Memorial Day	Monday	May 29
Independence Day	Tuesday	July 4
Labor Day	Monday	September 4
Veterans Day	Friday	November 10
Thanksgiving Day	Thursday	November 23
Day After Thanksgiving	Friday	November 24
Christmas Eve	Friday	December 22
Christmas Day	Monday	December 25

---

All full-time employees will receive paid time off (PTO) on any approved holiday. Part-time employees shall receive paid time off on approved holidays at the same ratio as their FTE hours of employment. An employee must work their regular scheduled day before and after the holiday and/or combination of PTO to receive holiday pay. Holidays will not be paid if days before and/or after the holiday were periods of leave without pay. PRN status employees are not eligible for holiday pay. For more information about Holidays, consult the **Personnel Policy and Procedures Manual (PPM)**.