

1 PROPOSAL FROM

2 THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

3 AND ITS PCC CHAPTER 777

4 TO

5 PASADENA AREA COMMUNITY COLLEGE DISTRICT

6 October 14th, 2026

7 **ARTICLE 16 - HOLIDAYS**

8 16.1 Holidays for which employees covered by this Agreement may be eligible are:

9 New Year's Eve

10 New Year's Day

11 Martin Luther King, Jr. Day

12 Lincoln Day

13 Washington Day

14 Cesar Chavez Day

15 Friday of Spring Vacation Week

16 Memorial Day

17 Juneteenth

18 Independence Day

19 Native American Day [4th Day of September]

20 Labor Day

21 *California Admission Day (Floating Holiday)

22 Veterans' Day

23 Thanksgiving Day

24 The day after Thanksgiving

25 Christmas Eve Day

26 Christmas Day

27 *Winter Break Day Floating Holiday #1

28 *Winter Break Day Floating Holiday #2

29 *Winter Break Day Floating Holiday #3

30
31 * Alternative days may be observed for members required to work during this
32 time. In addition, any days designated by the Board of Trustees as holidays in
33 response to either state or nationally declared proclamation will be observed on a
34 one-time basis only.

35 16.2 When any holiday or alternative observance day falls on a scheduled workday, a
36 regular full-time employee covered by this Agreement shall receive such holiday
37 at his/her full regular rate of pay. Any part-time employee covered by this
38 Agreement may receive prorated holiday pay if such holiday falls on the day of
39 his/her regular work assignment.

40 16.3 To be eligible for holiday pay, an employee must be in paid status on the last
41 working day before the holiday and the first working day following the holiday.

42 16.4 If an employee is required to work on a holiday, he/she shall receive his/her
43 regular rate of pay, plus additional compensation at the rate of one and one-half
44 times his/her regular rate of pay for each hour worked on such holiday.

45 16.5 If, for any academic year during the term of this Agreement, the governing board
46 of the District determines that California Admission Day is to become a
47 scheduled day of instruction on the District's academic calendar, such holiday
48 shall be converted to a floating holiday for employees in the unit. An employee's
49 utilization of such holiday must create at least a three-day weekend within the
50 academic year in which the holiday accrues; is subject to the employee providing
51 his/her supervisor with not less than fourteen (14) days' notice of the anticipated
52 date of such holiday; and is subject to the scheduling needs of the District.

53 16.6 Substitute Holiday

54 If an employee works a workweek other than Monday through Friday and as a
55 result loses a holiday to which he/she would otherwise be entitled, the District will
56 provide a substitute holiday of the number of hours to which the employee would
57 have been entitled had the holiday fallen within the employee's normal work
58 schedule. In advance of a scheduled holiday, the supervisor and the employee
59 will determine substitute holiday arrangements for each employee who is eligible
60 for a substitute holiday.

61 In the case of a holiday that occurs adjacent to a weekend (Saturday or Sunday),
62 the employee shall have the opportunity for an equivalent length holiday

weekend as Monday-Friday employees receive, within twelve (12) full months following the earning of the time, and is subject to the operational needs of the District.

The District shall keep a record of any employee's mutually agreed substitute holiday for future use. These substitute holidays must be used before the end of the fiscal year.

Alternative Classified Shift Calendar

The District shall, at the start of the fiscal year, negotiate with the Association prior to setting the calendar for non-instructional days, set holidays, and campus closures so that weekend shift employees may have the opportunity for a three-day weekend as alternative observance.

16.7 Floating holidays

The three (3) Winter Break Day Floating Holidays shall be used prior to the end of the fiscal year. California Admission Day floating holiday must be linked to a weekend

16.8 Birthday Holiday

The District shall grant a bargaining unit member one (1) paid day off for the employee's birthday, subject to the following conditions:

1. The employee must have a sufficient balance of accrued vacation or compensatory time to cover the day off. The birthday holiday shall not be taken as unpaid leave.
2. The birthday holiday may be taken on the employee's actual birthday. If the birthday falls on a non-workday, the holiday may be taken on an adjacent workday to create a three (3)-day weekend subject to their supervisors' approval.

3. The employee shall provide at least ten (10) working days' notice to their immediate supervisor. Notice may be provided in writing or verbally, as determined by the District.

The birthday holiday must be used within the calendar year and shall not be carried over or accumulated. Probationary unit members shall become eligible for the birthday holiday upon successful completion of probation.