

# [NUMA 2016 -2017 Paid Holiday Schedule](#)

Posted on March 24, 2016 by Secretary Rik | [Edit](#)

With open enrollment for Vacation requests in April 2016, the District has provided us with the Paid Holiday Schedule.

Note at the bottom: this year one of the Paid Holidays will be a floating Holiday! Read the Memorandum for more specifics.

**Naperville 203**  
Community Unit School District

Carol M. Hetman  
Chief Human Resources Officer

**Memorandum**

To: All 52 Week NUMA

From: Carol M. Hetman, Chief Human Resources Officer *Carol M. Hetman*

Re: 2016/17 Holiday Schedule for 52 Week Employees and Work Hours

Date: March 23, 2016

Please see the list below for the dates of the paid Holidays for the 2016/17 school year.

Independence Day:	Monday, July 4, 2016
Labor Day:	Monday, September 5, 2016
Thanksgiving Day:	Thursday, November 24, 2016
Day after Thanksgiving:	Friday, November 25, 2016
Day before Christmas Eve Day:	Friday, December 23, 2016 (½ day granted & ½ day for Veteran's Day)
Christmas Day observed:	Monday, December 26, 2016
Day before New Year's Eve Day:	Friday, December 30, 2016 (½ day granted & ½ day for Veteran's Day)
New Year's Day Observed:	Monday, January 2, 2017
Martin Luther King Jr.:	Monday, January 16, 2017
Presidents' Day:	Monday, February 20, 2017
Spring Holiday:	Friday, April 14, 2017
Memorial Day:	Monday, May 29, 2017

All fifty-two (52) week NUMA employees, will be granted 1 floating holiday. This floating holiday must be approved by your supervisor. The floating holiday should be recorded by your Time Card Editor in Kronos as pay code "floating holiday." The floating holiday must be used by June 30, 2017. It cannot be carried over. During Summer Break (June 6 – August 12, 2016), Winter Break (December 23, 2016 to January 6, 2017) and Spring Break (March 27 to March 31, 2017), 3<sup>rd</sup>, 2<sup>nd</sup> and Swing shift hours may be adjusted.

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