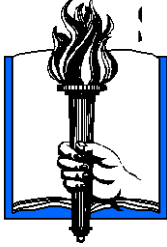


**MURFREESBORO CITY SCHOOLS  
ADMINISTRATIVE DIRECTIVES**



<b>Descriptor Term:</b>  <b>Holidays for 12-Month Employees</b>	<b>Descriptor No:</b>  <b>AD PER18</b>	<b>Effective Date:</b>  <b>9/16</b>
<b>Reviewed/Revised:</b> <b>9/18; 7/19</b>		

1 Paid holidays for full-time personnel shall be New Year’s Eve, New Year’s Day, Martin  
 2 Luther King Jr. Day, Presidents’ Day, Good Friday, Memorial Day, Independence Day, Labor  
 3 Day, Thanksgiving and the day following, Christmas Eve, Christmas Day, and days during  
 4 fall/winter/spring break which have been designated as closed system-wide days by the  
 5 Director of Schools.

6  
 7 When a recognized holiday falls on a Saturday, it shall be observed on the preceding Friday.  
 8 When a recognized holiday falls on a Sunday, it shall be observed on the following Monday.

9  
 10 To qualify for each of the paid holidays designated above, each employee must be in a paid  
 11 work status or paid leave status on the day immediately preceding and the day  
 12 immediately following that holiday.

13  
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 19 Board Related Policy 5.310