

Holiday Pay

Foothills Unitarian Church typically observes the following paid holidays for employees: New Year's Day, Martin Luther King Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day and the Friday after, and Christmas Day.

All regular employees working a minimum of 20 hours per week receive holiday pay at the calculated average work day hours according their FTE.

In the event any of the above holidays occur on Saturday, outside the regularly scheduled workweek, the holiday will be observed on the preceding Friday. In the event the holiday occurs on Sunday, the following Monday will be observed as the holiday. All employees must be present the working day preceding or following the holiday to qualify for holiday pay, unless excused on PTO. All planned working time on a recognized holiday must be authorized in advance by the employee's supervisor. Any employee who works a normal schedule of hours on a holiday will receive straight time pay or will receive compensatory time off.

Revision #1

Created 2025-04-16 02:22:56 CEST by Katie Watkins

Updated 2025-04-16 02:23:12 CEST by Katie Watkins