



Office of Human Resources  
Fax: 610/625-7883 Office: Phone 610/861-1527

# Memorandum

To: Campus Police Personnel

From: Jon B. Conrad

Date: October 17, 2017

RE: **2019 Campus Police Holidays**

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The following holidays will be observed by the above referenced Campus Police staff for the calendar year 2019: Please note that the institution is officially *open Thursday, January 2, 2020*. The institution is also open on Labor Day replaced by a floating holiday.

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| 1. New Year's Day                            | Monday, January 1, 2019      |
| 2. Spring Break (coincides with Good Friday) | Friday, April 19, 2019       |
| 3. Easter                                    | Sunday, April 21, 2019       |
| 4. Memorial Day                              | Monday, May 27, 2019         |
| 5. Independence Day                          | Thursday, July 4, 2019       |
| 6. Thanksgiving Break                        | Thursday, November 28, 2019  |
| 7. Thanksgiving Break                        | Friday, November 29, 2019    |
| 8. Christmas Eve                             | Tuesday, December 24, 2019   |
| 9. Christmas Day                             | Wednesday, December 25, 2019 |
| 10. New Year's Eve                           | Tuesday, December 31, 2019   |
| 11. Floating Holiday #1                      |                              |
| 12. Floating Holiday #2                      |                              |
| 13. Floating Holiday #3                      |                              |

A floating holiday may be taken on any day upon which you and your supervisor mutually agree. Campus Police staff hired on or after September 1<sup>st</sup> receive only one (1) floating holiday for the remainder of the calendar year.

A separate holiday schedule has been created for Administrative and Support Staff. Questions about this schedule may be directed to the Office of Human Resources at 1527.