

EMPLOYEE 2023 - 2024 HOLIDAY SCHEDULE

| | |
|------------------------------|------------------|
| Tuesday, July 4, 2023 | Legal Holiday |
| Monday, September 4, 2023 | Legal Holiday |
| Thursday, November 23, 2023 | Legal Holiday |
| Friday, November 24, 2023 | Declared Holiday |
| Friday, December 22, 2023 | Declared Holiday |
| Monday, December 25, 2023 | Legal Holiday |
| Tuesday, December 26, 2023 | Declared Holiday |
| Wednesday, December 27, 2023 | Shut Down |
| Thursday, December 28, 2023 | Shut-Down |
| Friday, December 29, 2023 | Declared Holiday |
| Monday, January 1, 2024 | Legal Holiday |
| Tuesday, January 2, 2024 | Shut-Down |
| Wednesday, January 3, 2024 | Shut-Down |
| Thursday, January 4, 2024 | Shut-Down |
| Friday, January 5, 2024 | Shut-Down |
| Monday, January 15, 2024 | Legal Holiday |
| Monday, May 27, 2024 | Legal Holiday |

Per Policy 4.3.8, LSSU recognizes seven (7) legal holidays and an additional four (4) Presidentially declared holidays.

During the holiday shutdown, at the end of the year, employees have the option to take time off without pay. This is the only time during the year employees are allowed to do so, unless they have received management approval for 'Leave without Pay.' Employees may want to plan now and budget their vacation time accordingly.