### Loyola Law School Staff Holiday Schedule 2019-2020

**June 1, 2019 - May 31, 2020**

<table>
<thead>
<tr>
<th>Date</th>
<th>Days of the Week</th>
<th>Holiday/Leave Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/4/2019</td>
<td>Thursday</td>
<td>Independence Day</td>
</tr>
<tr>
<td>9/2/2019</td>
<td>Monday</td>
<td>Labor Day</td>
</tr>
<tr>
<td>11/28/2019</td>
<td>Thursday</td>
<td>Thanksgiving Day</td>
</tr>
<tr>
<td>11/29/2019</td>
<td>Friday</td>
<td>Day after Thanksgiving</td>
</tr>
<tr>
<td>12/23/2019</td>
<td>Monday</td>
<td>Christmas Leave</td>
</tr>
<tr>
<td>12/24/2019</td>
<td>Tuesday</td>
<td>Christmas Eve</td>
</tr>
<tr>
<td>12/25/2019</td>
<td>Wednesday</td>
<td>Christmas Day</td>
</tr>
<tr>
<td>12/26/2019</td>
<td>Thursday</td>
<td>Christmas Leave</td>
</tr>
<tr>
<td>12/27/2019</td>
<td>Friday</td>
<td>Christmas Leave</td>
</tr>
<tr>
<td>12/30/2019</td>
<td>Monday</td>
<td>Christmas Leave</td>
</tr>
<tr>
<td>12/31/2019</td>
<td>Tuesday</td>
<td>New Year’s Eve</td>
</tr>
<tr>
<td>1/1/2020</td>
<td>Wednesday</td>
<td>New Year’s Day</td>
</tr>
<tr>
<td>1/20/2020</td>
<td>Monday</td>
<td>Martin Luther King Day</td>
</tr>
<tr>
<td>3/6/2020</td>
<td>Friday</td>
<td>Spring Break</td>
</tr>
<tr>
<td>4/9/2020</td>
<td>Thursday</td>
<td>Cesar Chavez Holiday</td>
</tr>
<tr>
<td>4/10/2020</td>
<td>Friday</td>
<td>Good Friday</td>
</tr>
<tr>
<td>5/25/2020</td>
<td>Monday</td>
<td>Memorial Day</td>
</tr>
</tbody>
</table>

**Note:** As staff members are aware, some staff are required to work on a holiday. In such cases, it is the responsibility of the employee to discuss with the supervisor, in advance, the date on which s/he wishes to take that holiday. This allows the supervisor to ensure adequate work coverage before approving the proposed absence(s).

Please refer to the policies entitled HOLIDAYS, OVERTIME, AND TIME RECORDS in the Staff Policy Manual for other policies governing holidays and leave days.