



MEMORANDUM

TO: ALL BRCC Employees
FROM: Human Resources/Payroll
DATE: November 13, 2023
RE: BRCC 2024 Holiday Schedule

In accordance with State Law and Louisiana Community and Technical College System (LCTCS) policy, the Baton Rouge Community College (BRCC) **2024 Holiday Schedule** is as follows:

| BRCC 2024 HOLIDAY SCHEDULE | | |
|----------------------------|---|------------------------|
| DAY | DATE | HOLIDAY |
| Monday | January 1 st | New Year's Day |
| Monday | January 15 th | Martin Luther King Day |
| Tuesday | February 13 th | Mardi Gras |
| Friday | March 29 th | Good Friday |
| Wednesday | June 19 th | Juneteenth |
| Thursday | July 4 th | Independence Day |
| Monday | September 2 nd | Labor Day |
| Thursday – Friday | November 28 th – 29 th | Thanksgiving |
| Wednesday -Tuesday | December 25 th - December 31 th | Winter Holidays |

This schedule identifies the fourteen (14) legal holidays to be observed by the employees of BRCC. Any other state holiday that may be declared by the Governor or named in the Civil Services Rules will not be observed by BRCC, because the legal maximum of fourteen days has already been allocated above.

After the Winter Holiday closure (Wednesday, December 25, 2024 through Wednesday, January 1, 2025), 12-month employees shall return to work on **Thursday, January 2, 2025**.

You may find the approved LCTCS policy #6.028 on the LCTCS website at www.lctcs.edu and BRCC HR policy #205 Holidays for All Employees on the BRCC website at www.mybrcc.edu.

Approved by: 
Dr. Willie E. Smith, Sr., Chancellor

12/15/2023
Date