SUPREME COURT OF MISSOURI

OFFICE OF STATE COURTS ADMINISTRATOR

KATHY S. LLOYD
STATE COURTS
ADMINISTRATOR

2112 Industrial Drive
P.O. Box 104480
Jefferson City, Missouri
65110

PHONE (573) 751-4377
FAX (573) 522-6152

M E M O R A N D U M

TO: Chief Judges, Presiding Judges, Appointing Authorities, Juvenile Officers and Personnel Officers

FROM: Kathy Lloyd
State Courts Administrator

RE: Christmas Holiday

DATE: December 22, 2025

We have received notice that Governor Kehoe has authorized the closing of executive branch state offices on the Wednesday, December 24, 2025 and Friday, December 26, 2025, the day before and the day following Christmas Day.

Pursuant to Article V, section 8, Chief Justice Powell has authorized the closing of all state judicial offices on both Wednesday, December 24, 2025 and Friday, December 26, 2025. However, as in past years, Chief Judges and Presiding Judges may exercise discretion in determining whether or not offices in their district or circuit will remain open to conduct any necessary business of the court. Employees who are not in management positions and who are required to work on this date should record hours worked as compensatory time and be permitted to take the compensatory time off at a later date pursuant to the applicable overtime and compensatory time policy. Employees who are in management positions are exempt and thus are not authorized to accrue compensatory time.

If you have any questions, please feel free to contact Leanne Lorts, Office of State Courts Administrator, P.O. Box 104480, Jefferson City, MO 65110, (573) 526-8807.

KL: lml