

**NON-ADMINISTRATIVE CLASSIFIED PERSONNEL DUTY DAY CALENDAR
2025-26 School Year**

Months	Duty Days	Non-Duty Days (Day of the month shown below)	Months Employed						Student School Year
			12	11 ½	11	10 ½	10	9 ½*	
July, 2025	22	4	22	22	14	9	4	--	--
August	21	--	21	21	21	21	21	17	15
September	21	1	21	21	21	21	21	21	21
October	23	--	23	23	23	23	23	23	23
November	17	11,26**,27,28	17	16	16	16	16	16	13
December	19	22**,24,25,26,31	19	18	18	18	18	18	14
January, 2026	20	1,19	20	20	20	20	20	20	19
February	18	9,16	18	18	18	18	18	18	18
March	22	16**	22	21	21	21	21	21	17
April	21	3	21	21	21	21	21	21	21
May	20	25	20	20	20	20	20	20	19
June	21	19	21	14	12	7	2	--	--
Total	245	16	245	235	225	215	205	195	180

The working days for the 2025/26 school year are as follows:

<u>Months Employed</u>	<u>Starting Date</u>	<u>Ending Date</u>
12 Months	Tuesday, July 1, 2025	Tuesday, June 30, 2026
11 ½ Months	Tuesday, July 1, 2025	Friday, June 19, 2026
11 Months	Monday, July 14, 2025	Tuesday, June 16, 2026
10 ½ Months	Monday, July 21, 2025	Tuesday, June 9, 2026
10 Months	Monday, July 28, 2025	Tuesday, June 2, 2026
9 ½ Months*	Thursday, August 7, 2025	Friday, May 29, 2026
Student School Year	Monday, August 11, 2025	Thursday, May 28, 2026

* See 2025/26 Returning Dates and Last Working Dates Calendar Memo.

** Employees working less than 12 months will have “Dark Days” on November 26, 2025, December 22, 2025 and March 16, 2026, which are local holidays for teachers and students. Refer to page 91 of CSEA bargaining agreement for more information.

The request to use vacation time will be done in writing prior to the use of the vacation time. Vacation requests need approval from the Superintendent or designee at each corresponding site. Vacation days are to be used during the year the days are earned. Classified personnel may carry over a maximum number of vacation days equivalent to those earned in one year.

Holidays

- 4th of July holiday will be observed on Friday, July 4, 2025
- Labor Day holiday will be observed on Monday, September 1, 2025
- Veterans Day holiday will be observed on Tuesday, November 11, 2025
- Thanksgiving holiday will be observed on Thursday and Friday, November 27 & 28, 2025
- Christmas Eve and Christmas Day holiday will be observed on Wednesday & Thursday, December 24 & 25, 2025
- Admission Day holiday will be observed on Friday, December 26, 2025
- New Year’s Eve holiday will be observed on Wednesday, December 31, 2025
- New Year’s Day holiday will be observed on Thursday, January 1, 2026
- Martin Luther King Day holiday will be observed on Monday, January 19, 2026
- Lincoln’s Birthday holiday will be observed on Monday, February 9, 2026
- Presidents’ Day holiday will be observed on Monday, February 16, 2026
- Spring Friday holiday will be observed on Friday, April 3, 2026 but may be used as a floating holiday on a different day, with prior supervisor approval. Please note this day may not be carried over to the 2025/26 school year.
- Memorial Day holiday will be observed on Monday, May 25, 2026
- Juneteenth holiday will be observed on Friday, June 19, 2026

The above calendar excludes Saturdays and Sundays.