

KENMORE-TOWN OF TONAWANDA UNION FREE SCHOOL DISTRICT  
**WORK SCHEDULE: 2026-2027 SCHOOL YEAR**  
**10 Month Civil Service Employees**

<b>MONTH</b>	<b>Duty Days</b>	<b>PAID HOLIDAYS</b>	<b>UNASSIGNED DAYS</b>
<b>AUGUST</b>	<b>1</b>	<b>0</b>	<b>20</b>
<b>SEPTEMBER</b>	<b>21</b>	<b>1 (Sept. 7, Labor Day)</b>	
<b>OCTOBER</b>	<b>21</b>	<b>1 (Oct. 12, Columbus Day)</b>	
<b>NOVEMBER</b>	<b>17</b>	<b>2 (Nov. 26 - 27, Thanksgiving)</b>	<b>2 (Nov. 11, 25)</b>
<b>DECEMBER</b>	<b>17</b>	<b>0</b>	<b>5 (Dec. 25**24, 28 - 31)</b>
<b>JANUARY</b>	<b>19</b>	<b>0</b>	<b>2 (Jan. 1,, 18)</b>
<b>FEBRUARY</b>	<b>15</b>	<b>1 (Feb. 15, Presidents' Day)</b>	<b>4 (Feb. 16 - 19)</b>
<b>MARCH</b>	<b>19</b>	<b>0</b>	<b>4 (March 26-31)</b>
<b>APRIL</b>	<b>20</b>	<b>0</b>	<b>2 (Apr.1,2)</b>
<b>MAY</b>	<b>20</b>	<b>1 (May 31, Memorial Day)</b>	
<b>JUNE**</b>	<b>18</b>	<b>1(June 18, Juneteenth)</b>	<b>3 (June 28 - 30)</b>
<b>TOTALS</b>	<b>188</b>	<b>7</b>	<b>42</b>

**\*\*\*Dec 25, 2026 will be full-time employee Core Day. This is not a duty day for part-time employees.**

Full-Time annual salaries have been calculated for civil service employees by multiplying the applicable base hourly rate by the Annual hours (Annual hours = "Duty Days" + "Paid Holidays" + "Core Day" times daily scheduled hours) for the position and then adding longevity increments. The resulting annual salary is then divided by 22 to arrive at the biweekly gross pay.

**Days to Report = August 31, 2026**

**\*\*Last Day to Report = June 24, 2027 for Full-time and Part-Time**

**10 Month staff are expected to report to work while school is in session between the 1<sup>st</sup> report day and the last report day, except for those days noted as "Unassigned Days" in the above work schedule.**

**Transportation & Food Service Staff will follow the schedule set up by their respective Department Heads.**