



Classified Employees Work Schedule

2026-2027

Schedule for 12 Month Employees				
Month	Work Days	No. of Holidays	Non-Work Days	Legal Holidays & Board Approved Holidays*
July 1-31	22	1		Independence Day (3rd)
August 1-31	21	-		
September 1-30	21	1		Labor Day (7th)
October 1-31	22	-		
November 1-30	18	3		Veterans' Day (11th); Thanksgiving Day Recess (26th & 27th)*
December 1-31	16	6	1	Non-workday (23rd); In lieu of Admission Day (24th); Christmas Day (25th); 4 winter recess days (28th, 29th, 30th, 31st)*
January 1-31	19	2		New Year's Day (1st); Dr. Martin Luther King, Jr. Day (18th)
February 1-28	18	2		Lincoln Day (12th); Washington Day (15th)
March 1-31	22	1		Colleges and Offices are Closed (31st)*
April 1-30	22	-		
May 1-31	20	1		Memorial Day (31st)
June 1-30	21	1		Juneteenth (18th)
Total Days	242	18	1	

Schedule for 10 & 11 Month Employees

Full-time employees with a work year of ten months will have a minimum of 1,616 paid-status hours. This includes, but is not limited to, vacation, holidays, and Board-granted days off. Full-time employees with a work year of eleven months will have a minimum of 1,784 paid-status hours. This includes, but is not limited to, vacation, holidays, and Board-granted days off.

Schedule for 9 Month Employees				
Month	Work Days	No. of Holidays	Non-Work Days	Notes
August 17-31	11	-	-	Start day is Monday, August 17, 2026
September 1-30	21	1	-	
October 1-31	22	-	-	
November 1-30 *	18	3	-	
December 1-31 *	14	6	3	Last workday of semester is Friday, December 18, 2026
January 1-31	14	2	5	Start day is Monday, January 11, 2027
February 1-28	18	2	-	
March 1-31 *	20	1	2	Monday - Wednesday, March 15-17, 2027 are workdays
April 1-30	22	-	-	
May 1-31	15	1	4	Last workday of semester is Friday, May 21, 2027
Working Days	175	16	14	

*Board-granted days off and vacation are subject to negotiation with the exclusive collective bargaining representatives and may be adjusted accordingly.