

KENMORE-TOWN OF TONAWANDA UNION FREE SCHOOL DISTRICT
WORK SCHEDULE: 2025-2026 SCHOOL YEAR
12-Month Civil Service Employees

MONTH	DUTY DAYS	PAID HOLIDAYS	UNASSIGNED DAYS
JULY	22	1 (July 4, Independence Day)	0
AUGUST	21	0	0
SEPTEMBER	21	1 (Sept. 1, Labor Day)	0
OCTOBER	22	1 (Oct. 13, Columbus Day)	0
NOVEMBER	17	3 (Nov. 11 Veterans Day, Nov 27 - 28, Thanksgiving)	0
DECEMBER	15	1 (Dec. 25, Winter Recess)	6 (Dec. 24**22,23, 26 29- 31)
JANUARY	19		3 (Jan. 1,2, Jan. 19)
FEBRUARY	15	1 (Feb. 16, Presidents' Day)	4 (Feb. 17 - 20)
MARCH	22		0
APRIL	16	1 (April 3rd)	5 (Apr. 6 - 10)
MAY	20	1 (May 25, Memorial Day)	
JUNE	21	1 (June 19, Juneteenth)	
TOTALS	231	11	18

****Dec 24, 2025 will be full-time employee Core Day. This is not a duty day for part time employees.**

Annual salaries for 12-month full-time civil service employees have been calculated by multiplying the applicable base hourly rate by 1,822.50 annual hours (7.5 hrs/day) and then adding longevity increments. The resulting annual salary is then divided by 26.1 to arrive at the biweekly gross pay. Note annual hours will vary based on the academic calendar.