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DEPARTMENT OF HUMAN RESOURCES

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BULLETIN # 83 (2025-26)

DATE: March 4, 2026

TO: P-12 PRINCIPALS, SUPERVISORS, ENGINEERS, SECRETARIES, PARAPROFESSIONAL/
INSTRUCTIONALS, FOOD SERVICE, TRANSPORTATION AND NOON HOUR SUPERVISORS

SUBJECT: NON-INSTRUCTIONAL WORK SCHEDULE FOR THE 2026-27 SCHOOL YEAR

For the 2026-27 school year students are scheduled to return to school on Monday, August 24, 2026. The following information is being provided to facilitate summer planning.

The first scheduled work day of the 2026-27 school year for ten (10) month Secretaries and Receptionist/Clerks will be **MONDAY, AUGUST 10, 2026.** **The mandatory secretary in service will be held on Wednesday, August 12, 2026. All building secretaries and receptionists/clerks will be required to attend that day. Media and counseling secretaries interested in this inservice are welcome to attend with the approval of the Director of Human Resources.**

The first scheduled work day of the 2026-27 school year for ten (10) month High School Counseling Secretaries will be **MONDAY, AUGUST 17, 2026.**

The first scheduled work day of the 2026-27 school year for ten (10) month Media Secretaries will be **MONDAY, AUGUST 17, 2026.**

The first scheduled work day of the 2026-27 school year for ALL ten (10) month, GSRP Paraprofessional, Paraprofessional/Instructional, Title I and Special Education paraprofessionals, Instructional Technicians, and Interpreter Technicians will be **Thursday, August 20, 2026.**

The first scheduled work day of the 2026-27 school year for Noon Hour Supervisors who work a breakfast program is **MONDAY, AUGUST 24, 2026.** The first scheduled work day of the 2026-27 school year for Noon Hour Supervisors who **do not** work a breakfast program will be **TUESDAY, AUGUST 25, 2026.**

The first scheduled work day of the 2026-27 school year for ALL Food Service employees will be **THURSDAY, AUGUST 20, 2026. FRIDAY, AUGUST 21, 2026 will be a work day for Food Service Managers only. Food Service employees should use No Students/No Pay (Code #37) or Paid No-School Day.**

The first scheduled work day of the 2026-27 school year for ten (10) month bus drivers and bus attendants will be **WEDNESDAY, AUGUST 19, 2026.** The mandatory professional development will be on **August 19 and August 20, 2026.** **August 21st** will be a normal work day for the Transportation Department.

The first scheduled work day of the 2026-27 school year for all ten (10) month custodians will be **THURSDAY, AUGUST 13, 2026.** **The mandatory custodial professional development will be at a to be determined date.**

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