

# DELANO UNION SCHOOL DISTRICT

Classified Employees Work Year 2025-2026

260 Days

Name: \_\_\_\_\_

Site/Department: \_\_\_\_\_

Position: \_\_\_\_\_

Assigned Hours: \_\_\_\_\_

Vacation hours for the 2025-2026 school year - «VACHRS» hours.

**CHANGES ARE NOT RECOMMENDED DUE TO ABSENCE TRACKING PROBLEMS. Any future changes must have the site supervisor's signature of approval.** If it is absolutely necessary to make a change, you must resubmit a new calendar and recalculate all columns including grand totals. Please keep the original and provide copies to the HR Department. This calendar specifically addresses your duty days and duty year for which you have been assigned for the 2025-2026 school year.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Work Days	Total Paid Holidays	Total Vacation Days	Total Paid Days
July				H																												22	1		
August																																21			
September	H																															21	1		
October																																23			
November											H																	H	H			16	3		
December																									H	H					H	20	3		
January	H																			H												20	2		
February											H																					18	2		
March																																22			
April			H			H																										20	2		
May																										H						20	1		
June																			H													21	1		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Work Days	Total Paid Holidays	Total Vacation Days	Total Paid Days
																															244	16		260	

*Leave blank the days you will be actually working. Holidays and weekends are blocked out.*

**N**- DISTRICT NON-WORK DAY

Employee: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED: March 10, 2025