



Traditional 10 Month Certified Staff 2009 - 2010 Workday Calendar

Insert Employee Name
Insert Employee Location

Jul 2009				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
				0

Aug 2009				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
W	W	W	W	W
24	25	26	27	28
PW	★			
31				
				11

Sep 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
H	14	15	16	17
21	22	23	24	25
28	29	30		
W				
				22

Oct 2009				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				PW
				22

Default Calendar that includes 180 student days, 10 Annual Leave days, 15 workdays and 10 holidays. Applicable to certified instructional staff only.

Nov 2009				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

Dec 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
W	A	A	H	H
28	29	30	31	
A	A	A	A	
				23

Jan 2010				
M	T	W	T	F
				1
				H
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
H	25	26	27	28
PW				
				21

Feb 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
W	22	23	24	25
				26
				20

Payroll Schedule
Ten (10) 21.5 day pay periods

Period Begins	Period Ends	Pay Dates
08/17/09	09/15/09	08/31/09
09/15/09	10/14/09	09/30/09
10/15/09	11/13/09	10/30/09
11/13/09	12/14/09	11/30/09
12/15/09	01/13/10	12/18/09
01/13/10	02/11/10	01/29/10
02/12/10	03/15/10	02/26/10
03/15/10	04/13/10	03/31/10
04/14/10	05/13/10	04/30/10
05/13/10	06/11/10	05/28/10

Mar 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
A	A	A		
				23

Apr 2010				
M	T	W	T	F
			1	2
			A	H
5	6	7	8	9
PW	12	13	14	15
19	20	21	22	23
26	27	28	29	30
				22

May 2010				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
H				
				21

Jun 2010				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
		★	W	PW
14	15	16	17	18
21	22	23	24	25
28	29	30		
				9

Legend: Pay Periods Track Out **A** Required Leave **H** Holiday **W** Workday **PW** Protected Workday 215.0 Workdays



Traditional 10 Month Non-Certified Staff 2009 - 2010 Workday Calendar

Insert Employee Name
Insert Employee Location

Jul 2009				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
				0

Aug 2009				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
W	W	W	W	W
24	25	26	27	28
PW	★			
31				
				11

Sep 2009				
M	T	W	T	F
	1	2	3	4
H	7	8	9	10
14	15	16	17	18
21	22	23	24	25
28	29	30		
W				
				22

Oct 2009				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				PW
				22

Default calendar applicable to 10 month non-certified & 10 month school-based support staff. Includes 180 student days, 15 workdays, 10 annual leave days and 10 holidays. Timesheets are for record- keeping purposes only & may not reflect pay periods.

Nov 2009				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

Dec 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
W	A	A	H	H
28	A	A	A	A
				23

Jan 2010				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
H				
25	26	27	28	29
PW				
				21

Feb 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
W				
22	23	24	25	26
				20

Payroll Schedule
One Split Pay Period
Nine (9) 21.5 Pay Periods

Period Begins	Period Ends	Pay Dates
08/17/09	08/31/09	08/31/09
09/01/09	09/30/09	09/30/09
09/30/09	10/29/09	10/30/09
10/30/09	11/30/09	11/30/09
11/30/09	12/29/09	12/18/09
12/30/09	01/28/10	01/29/10
01/28/10	02/26/10	02/26/10
03/01/10	03/30/10	03/31/10
03/30/10	04/28/10	04/30/10
04/29/10	05/28/10	05/28/10
05/28/10	06/11/10	06/30/10

Mar 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
A	A	A		
				23

Apr 2010				
M	T	W	T	F
			1	2
5	6	7	8	9
PW				
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				22

May 2010				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
H				
				21

Jun 2010				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
		★	W	PW
14	15	16	17	18
21	22	23	24	25
28	29	30		
				9

Legend: Pay Periods Track Out **A** Required Leave **H** Holiday **W** Workday **PW** Protected Workday 215.0 Workdays



Traditional 90 TA 2009 - 2010 Workday Calendar

Insert Employee Name
Insert Employee Location

Jul 2009				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
				0

Aug 2009				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	★	25	26	27
31				
				5

Sep 2009				
M	T	W	T	F
	1	2	3	4
H	7	8	9	10
14	15	16	17	18
21	22	23	24	25
28	29	30		
				21

Oct 2009				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				21

Default Calendar applicable to 90% Teacher Assistants Only. Wage payments will not match actual days worked. Timesheets are for recordkeeping purposes only and may not reflect pay periods.

Nov 2009				
M	T	W	T	F
2	3	4	5	6
9	10	H	12	13
16	17	18	19	20
23	24	25	H	H
30				
				20

Dec 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	H	H
28	A	A	A	31
				19.5

Jan 2010				
M	T	W	T	F
				H
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				20

Feb 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
				19

Payroll Schedule
Nine (9) Monthly Wage Payments
Two (2) Partial Wage Payments

Period Begins	Period Ends	Pay Dates
08/25/09	08/31/09	08/31/09
09/01/09	09/30/09	09/30/09
10/01/09	10/29/09	10/30/09
11/02/09	11/30/09	11/30/09
12/01/09	12/31/09	12/18/09
01/01/10	01/29/10	01/29/10
02/01/10	02/26/10	02/26/10
03/01/10	03/26/10	03/31/10
04/02/10	04/30/10	04/30/10
05/03/10	05/31/10	05/28/10
06/01/10	06/09/10	06/30/10

Mar 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
				20

Apr 2010				
M	T	W	T	F
			1	H
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				20

May 2010				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
				21

Jun 2010				
M	T	W	T	F
	1	2	3	4
7	8	★	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
				7

Legend: Pay Periods

Track Out

A Required Leave

H Holiday

193.5 Workdays



Traditional 11 Month Certified Staff 2009 - 2010 Workday Calendar

Insert Employee Name
Insert Employee Location

Jul 2009				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
				0

Aug 2009				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
W	W	W	W	W
24	25	26	27	28
PW	★			
31				
				21

Sep 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
H				
14	15	16	17	18
21	22	23	24	25
28	29	30		
W				
				22

Oct 2009				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				PW
				22

Default Calendar applicable to 11 month certified instructional staff only. Includes 180 student days, 31.5 additional student contact days, 15 workdays and 10 holidays

Nov 2009				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
		W	H	H
30				
				21

Dec 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
W			H	H
28	29	30	31	
				21.5

Jan 2010				
M	T	W	T	F
				1
				H
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
H				
25	26	27	28	29
PW				
				21

Feb 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
W				
22	23	24	25	26
				20

Payroll Schedule
Eleven (11) 21.5 day pay periods

Period Begins	Period Ends	Pay Dates
08/03/09	09/01/09	08/31/09
09/01/09	09/30/09	09/30/09
10/01/09	10/30/09	10/30/09
10/30/09	11/30/09	11/30/09
12/01/09	12/31/09	12/18/09
01/01/10	02/01/10	01/29/10
02/01/10	03/02/10	02/26/10
03/03/10	04/01/10	03/31/10
04/01/10	04/30/10	04/30/10
05/03/10	06/01/10	05/28/10
06/01/10	06/30/10	06/30/10

Mar 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
				23

Apr 2010				
M	T	W	T	F
			1	2
				H
5	6	7	8	9
PW				
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				22

May 2010				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
H				
				21

Jun 2010				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
		★	W	PW
14	15	16	17	18
21	22	23	24	25
28	29	30		
				22

Legend: Pay Periods

Track Out

H Holiday

W Workday

PW Protected Workday

236.5 Workdays



Traditional 12 Month Certified Staff 2009 - 2010 Workday Calendar

Insert Employee Name
Insert Employee Location

Jul 2009				
M	T	W	T	F
		1	2	3 H
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
				23

Aug 2009				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
W	W	W	W	W
24	25	26	27	28
PW	★			
31				
				21

Sep 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
H				
14	15	16	17	18
21	22	23	24	25
28	29	30		
W				
				22

Oct 2009				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30 PW
				22

Default calendar applicable to 12 month certified staff only. Includes 180 student days, 52 additional student contact days, 15 workdays and 11 holidays.

Nov 2009				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
		W	H	H
30				
				21

Dec 2009				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
W			H	H
28	29	30	31	
PW				
				20

Jan 2010				
M	T	W	T	F
				1 H
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
H				
25	26	27	28	29
PW				
				21

Feb 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
W				
22	23	24	25	26
				20

Mar 2010				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
				23

Apr 2010				
M	T	W	T	F
			1	2 H
5	6	7	8	9
PW				
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				22

May 2010				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
H				
				21

Jun 2010				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
		★	W	PW
14	15	16	17	18
21	22	23	24	25
28	29	30		
				22

Payroll Schedule
Twelve (12) 21.5 day pay periods

Period Begins	Period Ends	Pay Dates
07/01/09	07/30/09	07/31/09
07/30/09	08/28/09	08/31/09
08/31/09	09/29/09	09/30/09
09/29/09	10/28/09	10/30/09
10/29/09	11/27/09	11/30/09
11/27/09	12/31/09	12/18/09
01/01/10	02/01/10	01/29/10
02/01/10	03/02/10	02/26/10
03/03/10	04/01/10	03/31/10
04/01/10	04/30/10	04/30/10
05/03/10	06/01/10	05/28/10
06/01/10	06/30/10	06/30/10

Legend: Pay Periods Track Out **H** Holiday **W** Workday **PW** Protected Workday **★** First / Last Day 258.0 Workdays