

## Traditional Calendars 2017 - 2018

### Instructional

[Teacher Assistant 93TA](#)

[10 Month Staff](#)

[11 Month Staff](#)

[12 Month Staff](#)

[School Calendar](#)

### Administrative

[10 Month Non-Certified Clerical Staff](#)

[10 Month Assistant Principals Track CD](#)

[11 Month Admin/Clerical Track CA](#)

[11 Month Assistant Principals Track CB](#)

[11 Month Assistant Principals Track CC](#)

[11 Month Clerical Track CC](#)

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*Thursday, January 26, 2017*



## Traditional Teacher Assistants (93% TA ONLY) 93 TA (excludes teacher workdays) 2017 - 2018 Workday Calendar

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Insert Employee Name  
Insert Employee Location

Calendar excludes (14) teacher workdays. Applicable to 93% TA's Only. Wage payments will not equal actual days worked. Timesheets are for recordkeeping purposes only and may not reflect pay periods.

**Salary is audited for late hire, track change, and early resignation. Holiday & Annual Leave is pro-rated.**

Jul 2017				
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				
				0

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				4

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
			ER	
				20

Oct 2017				
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	31			
				21

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
ER	A	H	H	
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				22

Feb 2018				
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		
				19

Mar 2018				
M	T	W	T	F
			1	2
			ER	
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
			H	
				21

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
		A		
18	19	20	21	22
25	26	27	28	29
				7

### Payroll Schedule

Period Begins	Period Ends	Pay Dates
No Check		
		<b>07/31/17</b>
08/28/17	08/31/17	<b>08/31/17</b>
09/01/17	09/29/17	<b>09/29/17</b>
10/02/17	10/31/17	<b>10/31/17</b>
11/01/17	11/30/17	<b>11/30/17</b>
12/01/17	12/29/17	<b>12/19/17</b>
01/01/18	01/31/18	<b>01/31/18</b>
02/01/18	02/28/18	<b>02/28/18</b>
03/01/18	03/30/18	<b>03/30/18</b>
04/02/18	04/30/18	<b>04/30/18</b>
05/01/18	05/31/18	<b>05/31/18</b>
06/01/18	06/13/18	<b>06/28/18</b>

### Required Workdays For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

Legend:	<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Pay Periods	<span style="background-color: #D3D3D3; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Track Out	A Required Leave	H Holiday	ER Early Release	201.0 Workdays
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**Traditional**  
**10 Month Non-Certified Staff - Excludes 93% TA**  
**2017 - 2018 Workday Calendar**

Insert Employee Name  
Insert Employee Location

Timesheets are for recordkeeping purposes only and may not reflect pay periods.

This calendar applies to all 10 month Non-Certified Staff including all Teacher Assistants except the 93% TA.

Jul 2017				
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				
				0

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				11

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				ER
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	ER
30	31			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
ER	A	H	H	
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	ER
19	20	21	22	23
26	27	28		
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
		A		
18	19	20	21	22
25	26	27	28	29
				9

**Payroll Schedule**

Period Begins	Period Ends	Pay Dates
	No Check	07/31/17
08/17/17	08/31/17	08/31/17
09/01/17	10/02/17	09/29/17
10/02/17	10/31/17	10/31/17
11/01/17	11/30/17	11/30/17
11/30/17	12/29/17	12/19/17
01/01/18	01/30/18	01/31/18
01/30/18	02/28/18	02/28/18
03/01/18	03/30/18	03/30/18
03/30/18	04/30/18	04/30/18
05/01/18	05/30/18	05/31/18
05/30/18	06/13/18	06/28/18

**Required Workdays**  
For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

<b>Legend:</b>	<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Pay Periods	<span style="background-color: #D3D3D3; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Track Out	<b>A</b> Required Leave	<b>H</b> Holiday	<b>ER</b> Early Release	215.0 Workdays
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## Traditional 10 Month Certified Instructional Staff 2017 - 2018 Workday Calendar

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Insert Employee Name  
Insert Employee Location

Default calendar that includes 180 student days, 14 workdays, 10 annual leave days and 11 holidays. Applicable to 10 Month School-Based staff, including all Teacher Assistants except the 93% TA's & 10 Month Assistant Principals

**Pre-paid wages apply to Certified Staff.**

Jul 2017				
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				
				0

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
			W	W
21	22	23	24	25
W	W	W	W	W
28	29	30	31	
				11

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
			W	
25	26	27	28	29
			ER	
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
	W			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
	ER	A	H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
W				
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
				ER
12	13	14	15	16
19	20	21	22	23
W				
26	27	28		
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
			W	H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
W	W	A		
18	19	20	21	22
25	26	27	28	29
				9

**Blocked Payroll Schedule**

Period Begins	Period Ends	Pay Dates
No Check		<b>07/31/17</b>
08/17/17	09/15/17	<b>08/31/17</b>
09/15/17	10/16/17	<b>09/29/17</b>
10/17/17	11/15/17	<b>10/31/17</b>
11/15/17	12/14/17	<b>11/30/17</b>
12/15/17	01/15/18	<b>12/19/17</b>
01/15/18	02/13/18	<b>01/31/18</b>
02/14/18	03/15/18	<b>02/28/18</b>
03/15/18	04/13/18	<b>03/30/18</b>
04/16/18	05/15/18	<b>04/30/18</b>
05/15/18	06/13/18	<b>05/31/18</b>
No Check		<b>06/28/18</b>

**Required Workdays**  
For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

<b>Legend:</b>	<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Pay Periods	<span style="background-color: #D3D3D3; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Track Out	<b>A</b> Required Leave	<b>H</b> Holiday	<b>W</b> Workday	<b>ER</b> Early Release	215.0 Workdays
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**Traditional**  
**11 Month Certified Staff & Teacher Assistants**  
**2017 - 2018 Workday Calendar**

Insert Employee Name  
Insert Employee Location

Default Calendar applicable to 11 month Certified Instructional Staff and Teacher Assistants only. Includes 180 student days, 21.5 additional student contact days, 14 workdays, 10 annual leave days and 11 holidays

Jul 2017				
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				
				0

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
			W	W
21	22	23	24	25
W	W	W	W	W
28	29	30	31	
				23

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
			W	
25	26	27	28	29
			ER	
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
	W			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
	ER	A	H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
W				
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
W				
26	27	28		
				20

**Blocked Payroll Schedule**

Period Begins	Period Ends	Pay Dates
No Check		07/31/17
08/01/17	08/30/17	08/31/17
08/30/17	09/28/17	09/29/17
09/29/17	10/30/17	10/31/17
10/30/17	11/28/17	11/30/17
11/29/17	12/28/17	12/19/17
12/28/17	01/26/18	01/31/18
01/29/18	02/27/18	02/28/18
02/27/18	03/28/18	03/30/18
03/29/18	04/27/18	04/30/18
04/27/18	05/28/18	05/31/18
05/29/18	06/27/18	06/28/18

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
			W	H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
W	W	A		
18	19	20	21	22
25	26	27	28	29
				18.5

**Required Workdays**  
For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

**Legend:**  Pay Periods  Track Out **A** Required Leave **H** Holiday **W** Workday **ER** Early Release 236.5 Workdays

\*Teacher Assistants - Wage payments will not equal actual days worked. Timesheets are for recordkeeping purposes only and may not reflect pay periods.



**Traditional**  
**12 Month Certified Staff & Teacher Assistants**  
**2017 - 2018 Workday Calendar**

Jul 2017				
M	T	W	T	F
3	4	5	6	7
	H			
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
				21

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
			W	W
21	22	23	24	25
W	W	W	W	W
28	29	30	31	
				23

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
			W	
25	26	27	28	29
			ER	
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
	W			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
				H
13	14	15	16	17
20	21	22	23	24
	ER		H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	
25	26	27	28	29
H	H	H		
				19

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
W				
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
W				
26	27	28		
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
			W	H
				22

Apr 2018				
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

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
W	W			
18	19	20	21	22
25	26	27	28	29
				21

Insert Employee Name  
Insert Employee Location

Default Calendar applicable to 12 month Certified Instructional Staff and Teacher Assistants. Includes 180 student days, 52 additional student contact days, 14 workdays and 12 holidays. Excludes 93% TA's.

**Blocked Payroll Schedule**

Period Begins	Period Ends	Pay Dates
07/03/17	08/01/17	07/31/17
08/01/17	08/30/17	08/31/17
08/31/17	09/29/17	09/29/17
09/29/17	10/30/17	10/31/17
10/31/17	11/29/17	11/30/17
11/29/17	01/01/18	12/19/17
01/02/18	01/31/18	01/31/18
01/31/18	03/01/18	02/28/18
03/02/18	04/02/18	03/30/18
04/02/18	05/01/18	04/30/18
05/02/18	05/31/18	05/31/18
05/31/18	06/29/18	06/28/18

**Required Workdays**  
For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

**Legend:**  Pay Periods  Track Out **A** Required Leave **H** Holiday **W** Workday **ER** Early Release 258.0 Workdays

\*Teacher Assistants - Wage payments will not equal actual days worked. Timesheets are for recordkeeping purposes only and may not reflect pay periods.



## Traditional - Track CD 10 Month Assistant Principals 2017 - 2018 Workday Calendar

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Insert Employee Name  
Insert Employee Location

**Calendar applicable to 10 month Assistant Principals ONLY. August pay date begins with a 23 day pay period; coordinating monthly pay periods with DPI.**

**Assistant Principals are in a pre-paid employment status.**

Jul 2017				
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				
				0

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				12

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
			ER	
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
	ER	A	H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				23

Feb 2018				
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		
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
				A
18	19	20	21	22
25	26	27	28	29
				11

Payroll Schedule

Period Begins	Period Ends	Pay Dates
No Check		<b>07/31/17</b>
08/16/17	09/15/17	<b>08/31/17</b>
09/18/17	10/16/17	<b>09/29/17</b>
10/17/17	11/15/17	<b>10/31/17</b>
11/16/17	12/15/17	<b>11/30/17</b>
12/18/17	01/15/18	<b>12/19/17</b>
01/16/18	02/15/18	<b>01/31/18</b>
02/16/18	03/15/18	<b>02/28/18</b>
03/16/18	04/16/18	<b>03/30/18</b>
04/17/18	05/15/18	<b>04/30/18</b>
05/16/18	06/15/18	<b>05/31/18</b>
No Check		<b>06/28/18</b>

**Required Workdays**  
For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

**Legend:**  Pay Periods     Track Out    **A** Required Leave    **H** Holiday    **ER** Early Release    218.0 Workdays



## Traditional - Track CA 11 Month Administrative & Clerical Staff 2017 - 2018 Workday Calendar

[Return to Table of Contents](#)



Insert Employee Name  
Insert Employee Location

Calendar applicable to 11 month School-based Administrative, Support & Clerical Staff. Not applicable to Teacher Assistants.

Timesheets for non-exempt staff are for recordkeeping purposes only & may not reflect pay periods.

Jul 2017				
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				
				0

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				23

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				ER
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
	ER	A	H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				23

Feb 2018				
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		
				ER
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
		A		
18	19	20	21	22
25	26	27	28	29
				21

Payroll Schedule		
Period Begins	Period Ends	Pay Dates
No Check		<b>07/31/17</b>
08/01/17	08/31/17	<b>08/31/17</b>
09/01/17	09/29/17	<b>09/29/17</b>
10/02/17	10/31/17	<b>10/31/17</b>
11/01/17	11/30/17	<b>11/30/17</b>
12/01/17	12/29/17	<b>12/19/17</b>
01/01/18	01/31/18	<b>01/31/18</b>
02/01/18	02/28/18	<b>02/28/18</b>
03/01/18	03/30/18	<b>03/30/18</b>
04/02/18	04/30/18	<b>04/30/18</b>
05/01/18	05/31/18	<b>05/31/18</b>
06/01/18	06/29/18	<b>06/28/18</b>

**Required Workdays**  
For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

<b>Legend:</b>	<span style="display: inline-block; width: 15px; height: 10px; background-color: #ADD8E6; border: 1px solid black;"></span> Pay Periods	<span style="display: inline-block; width: 15px; height: 10px; background-color: #D3D3D3; border: 1px solid black;"></span> Track Out	<b>A</b> Required Leave	<b>H</b> Holiday	<b>ER</b> Early Release	239.0 Workdays
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## Traditional - Track CB 11 Month Assistant Principals 2017 - 2018 Workday Calendar

[Return to Table of Contents](#)



Insert Employee Name  
Insert Employee Location

Calendar applicable to 11 month  
School-based Administrative,  
Support & Clerical Staff. Not  
applicable to Teacher Assistants.

Timesheets for non-exempt staff are  
for recordkeeping purposes only &  
may not reflect pay periods.

Jul 2017				
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				
				20

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				23

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				ER
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
	ER	A	H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
				A
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				1

### Blocked Payroll Schedule

Period Begins	Period Ends	Pay Dates
07/03/17	08/01/17	07/31/17
08/02/17	09/01/17	08/31/17
09/04/17	10/02/17	09/29/17
10/03/17	11/01/17	10/31/17
11/02/17	12/01/17	11/30/17
12/04/17	01/01/18	12/19/17
01/02/18	02/01/18	01/31/18
02/02/18	03/01/18	02/28/18
03/02/18	04/02/18	03/30/18
04/03/18	05/01/18	04/30/18
05/02/18	06/01/18	05/31/18
No Check		06/28/18

### Required Workdays For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

Legend:	<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Pay Periods	<span style="background-color: #D3D3D3; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Track Out	A Required Leave	H Holiday	ER Early Release	239.0 Workdays
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## Traditional - Track CC 11 Month Assistant Principals 2017 - 2018 Workday Calendar

[Return to Table of Contents](#)



Insert Employee Name  
Insert Employee Location

**Default Calendar applicable to Assistant Principals only. May is paid at 23 day rate.**

**Blocked Pay Schedule allows pre-paid wages \* not applicable to Clerical Staff**

Jul 2017				
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				
				11

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				23

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				ER
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
	ER	A	H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
			A	
18	19	20	21	22
25	26	27	28	29
				10

Blocked Payroll Schedule		
Period Begins	Period Ends	Pay Dates
07/17/17	08/14/17	07/31/17
08/15/17	09/14/17	08/31/17
09/15/17	10/13/17	09/29/17
10/16/17	11/14/17	10/31/17
11/15/17	12/14/17	11/30/17
12/15/17	01/12/18	12/19/17
01/15/18	02/14/18	01/31/18
02/15/18	03/14/18	02/28/18
03/15/18	04/13/18	03/30/18
04/16/18	05/14/18	04/30/18
05/15/18	06/14/18	05/31/18
No Check		06/28/18

**Required Workdays**  
For Individual School Use

*\*Calendar / Pay Dates Subject to Change*

<b>Legend:</b>	<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Pay Periods	<span style="background-color: #D3D3D3; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Track Out	<b>A</b> Required Leave	<b>H</b> Holiday	<b>ER</b> Early Release	239.0 Workdays
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## Traditional - Track CC 11 Month Clerical Support Staff 2017 - 2018 Workday Calendar

[Return to Table of Contents](#)



Insert Employee Name  
Insert Employee Location

Calendar applicable to 11 month School-based Clerical Support Staff. Not applicable to Teacher Assistants.

Timesheets for non-exempt staff are for recordkeeping purposes only & may not reflect pay periods.

Jul 2017				
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				
				11

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				23

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				ER
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
				H
13	14	15	16	17
20	ER	A	H	H
27				
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	A
25	26	27	28	29
H	H	H	A	A
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
				ER
12	13	14	15	16
19	20	21	22	23
26	27	28		
				20

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				H
				22

Apr 2018				
M	T	W	T	F
2	3	4	5	6
A	A	A	A	A
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
				21

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
			A	
18	19	20	21	22
25	26	27	28	29
				10

### Payroll Schedule

Period Begins	Period Ends	Pay Dates
07/17/17	07/31/17	<b>07/31/17</b>
08/01/17	08/31/17	<b>08/31/17</b>
09/01/17	09/29/17	<b>09/29/17</b>
10/02/17	10/31/17	<b>10/31/17</b>
11/01/17	11/30/17	<b>11/30/17</b>
12/01/17	12/29/17	<b>12/19/17</b>
01/01/18	01/31/18	<b>01/31/18</b>
02/01/18	02/28/18	<b>02/28/18</b>
03/01/18	03/30/18	<b>03/30/18</b>
04/02/18	04/30/18	<b>04/30/18</b>
05/01/18	05/31/18	<b>05/31/18</b>
06/01/18	06/14/18	<b>06/28/18</b>

### Required Workdays For Individual School Use

\*Calendar / Pay Dates Subject to Change

<b>Legend:</b>	<span style="display: inline-block; width: 15px; height: 10px; background-color: #ADD8E6; border: 1px solid black;"></span> Pay Periods	<span style="display: inline-block; width: 15px; height: 10px; background-color: #D3D3D3; border: 1px solid black;"></span> Track Out	<b>A</b> Required Leave	<b>H</b> Holiday	<b>ER</b> Early Release	239.0 Workdays
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## Traditional 12 Month Administrative, Support, & Clerical Staff 2017 - 2018 Workday Calendar

[Return to Table of Contents](#)



Insert Employee Name  
Insert Employee Location

Calendar applicable to 12 month  
School-based Administrative,  
Support, & Clerical Staff. Not  
applicable to Teacher Assistants

Timesheets for non-exempt staff are  
for recordkeeping purposes only &  
may not reflect pay periods.

Jul 2017				
M	T	W	T	F
3	4	5	6	7
	H			
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
				21

Aug 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
				23

Sep 2017				
M	T	W	T	F
				1
4	5	6	7	8
H				
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
			ER	
				21

Oct 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
				ER
23	24	25	26	27
30	31			
				22

Nov 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	10
				H
13	14	15	16	17
20	21	22	23	24
	ER		H	H
27	28	29	30	
				22

Dec 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
			ER	
25	26	27	28	29
H	H	H		
				21

Jan 2018				
M	T	W	T	F
1	2	3	4	5
H				
8	9	10	11	12
15	16	17	18	19
H				
22	23	24	25	26
29	30	31		
				23

Feb 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
				ER
12	13	14	15	16
19	20	21	22	23
26	27	28		
				20

### Payroll Schedule

Period Begins	Period Ends	Pay Dates
07/03/17	07/31/17	07/31/17
08/01/17	08/31/17	08/31/17
09/01/17	09/29/17	09/29/17
10/02/17	10/31/17	10/31/17
11/01/17	11/30/17	11/30/17
12/01/17	12/29/17	12/19/17
01/01/18	01/31/18	01/31/18
02/01/18	02/28/18	02/28/18
03/01/18	03/30/18	03/30/18
04/02/18	04/30/18	04/30/18
05/01/18	05/31/18	05/31/18
06/01/18	06/29/18	06/28/18

Mar 2018				
M	T	W	T	F
			1	2
				ER
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
				H
				22

Apr 2018				
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

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
H				
				23

Jun 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
				21

### Required Workdays For Individual School Use

\*Calendar / Pay Dates Subject to Change

Legend:	<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Pay Periods	<span style="background-color: #D3D3D3; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Track Out	A Required Leave	H Holiday	ER Early Release	260.0 Workdays
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July / julio 2017

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

August / agosto 2017

M/L	T/M	W/M	T/J	F/V
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

September / septiembre 2017

M/L	T/M	W/M	T/J	F/V
				1
H	4	5	6	7
	11	12	13	14
	18	19	20	21
	25	26	27	28
				29

October / octubre 2017

M/L	T/M	W/M	T/J	F/V
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

November / noviembre 2017

M/L	T/M	W/M	T/J	F/V
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

December / diciembre 2017

M/L	T/M	W/M	T/J	F/V
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

January / enero 2018

M/L	T/M	W/M	T/J	F/V
H	2	3	4	5
8	9	10	11	12
H	15	16	17	18
22	23	24	25	26
29	30	31		

February / febrero 2018

M/L	T/M	W/M	T/J	F/V
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

March / marzo 2018

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

April / abril 2018

M/L	T/M	W/M	T/J	F/V
V	V	V	V	V
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

May / mayo 2018

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

June / junio 2018

M/L	T/M	W/M	T/J	F/V
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**LEGEND / LEYENDA**

- ★ First and last days  
Primer y último días de clase
- H Holiday  
Día Festivo
- W Teacher Workday  
Día de trabajo del maestro
- V Vacation Day  
Día de Vacaciones
- ER Early Release Day  
Día de Salida Temprana
- Q End of Nine Weeks  
El Final de Nueve Semanas

**Days available for weather make-up in order of utilization /**

- Días disponibles para recuperación de clases por orden
- 10/20 & 2/9- Early Release (Salida temprana)
- 10/31
- 10/28- Saturday, full day (sábado, día completo)
- 11/22
- 3/2 & 5/25- Early Release (Salida temprana)
- 12/22
- 1/22
- 2/19
- 3/29
- 6/11
- Banked Hours (up to 3 days) (horas acumuladas - hasta 3 días)
- 6/12
- 4/21 - Saturday, full day (sábado, día completo)
- 4/6
- 4/5
- 4/4

In accordance with the NC Calendar Law, if the school district must close schools, the superintendent will update this calendar to provide additional days/time by using early release days as full days, scheduled teacher workdays, Saturdays, banked hours of instruction\*, or scheduled vacation days to meet legal requirements. If Saturdays are used, they will be full instructional days. If all other options are exhausted, holidays may be used for weather make up.

\* Hours accrued by schools over the required 1025 instructional hours.

De acuerdo a lo establecido por la Ley de Calendarios de Carolina del Norte, si el distrito escolar tiene que cerrar las escuelas, el Superintendente actualizará este calendario para proporcionar días/horas adicionales, utilizando los días de salida temprana como días completos, días laborales programados para los maestros, sábados, horas acumuladas de instrucción\*, o días programados de vacaciones para cumplir con los requisitos de ley. Si se utilizan los sábados, estos serán días completos de instrucción. Si se agotan todas las demás opciones, se puede utilizar los días festivos como días de recuperación de clases debido al mal tiempo.

\* Horas acumuladas por las escuelas que exceden las 1025 horas requeridas de instrucción.

**MORE INFORMATION / MÁS INFORMACIÓN**  
[www.wcpss.net/calendars](http://www.wcpss.net/calendars)