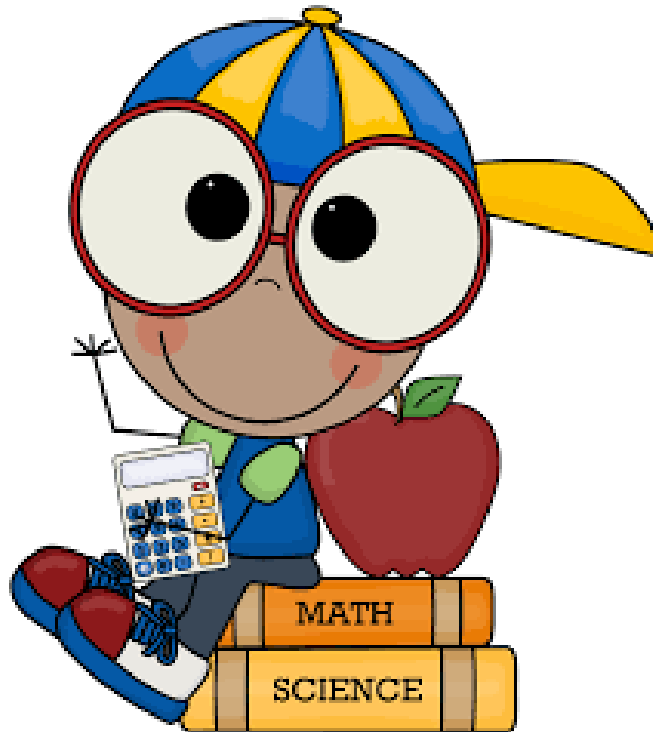


PAYROLL CALENDAR

2022 - 2023



Ellen Harper, Director of Business Services

Nassau County School District

1201 Atlantic Avenue

Fernandina Beach, FL 32034

2022-2023 Paid Holidays & Non-Working Days

<i>Holidays & Non-Working Days</i>	<i>10 Month Instructional SRO'S OT/PT'S</i>	<i>Elementary Guidance & Dean of Students</i>	<i>Secondary Guidance & 11 Mo Inst</i>	<i>Paras, Bus Drivers, Bus Aides, RN'S & LPN'S</i>	<i>Food Service</i>	<i>Assistant Principals</i>	<i>Less Than 12 Month Secretaries</i>	<i>Less Than 12 Month Data Entry</i>	<i>12 Month Personnel</i>
First Day of Work	8/2/2022	7/26/2022	7/18/2022	8/10/2022	8/4/2022 ³	7/26/2022	7/18/2022	7/18/2022	7/1/2022
Last Day of Work	5/30/2023 ¹	6/6/2023 ¹	6/13/2023 ¹	5/25/2023	5/26/2023	6/6/2023 ²	6/15/2023 ⁴	6/13/2023 ²	6/30/2023 ⁵
7/4	Fourth of July								PH
8/2	Planning Day	W	W	W		W	W	W	W
8/3	Planning Day	W	W	W		W	W	W	W
8/4	Planning Day	W	W	W	W	W	W	W	W
8/5	Planning /Staff Development	W	W	W	W	W	W	W	W
8/8	Planning Day	W	W	W	W	W	W	W	W
8/9	Planning Day	W	W	W	W	W	W	W	W
9/5	Labor Day	PH	PH	PH	PH	PH	PH	PH	PH
10/17	Planning Day	W	W	W	NW	W	W	W	W
11/11	Veterans Day	NW	NW	NW	NW	NW	NW	NW	W
11/21	Thanksgiving Break	NW	NW	NW	NW	NW	NW	NW	W
11/22	Thanksgiving Break	NW	NW	NW	NW	NW	NW	NW	W
11/23	Thanksgiving Break	NW	NW	NW	NW	NW	NW	NW	W
11/24	Thanksgiving	PH	PH	PH	PH	PH	PH	PH	PH
11/25	Thanksgiving	PH	PH	PH	PH	PH	PH	PH	PH
12/26	Christmas Break	PH	PH	PH	PH	PH	PH	PH	PH
12/27	Christmas Break	NW	NW	NW	PH	PH	PH	PH	PH
12/28	Christmas Break	NW	NW	NW	NW	PH	NW	NW	LR
12/29	Christmas Break	NW	NW	NW	NW	PH	NW	NW	LR
12/30	Christmas Break	NW	NW	NW	NW	NW	NW	NW	NW
1/2	New Years Observed	PH	PH	PH	PH	PH	PH	PH	PH
1/3	Christmas Break	NW	NW	NW	NW	NW	NW	NW	LR
1/4	Christmas Break	NW	NW	NW	NW	NW	NW	NW	W
1/5	Christmas Break	NW	NW	NW	NW	NW	NW	NW	W
1/6	Christmas Break	NW	NW	NW	NW	NW	NW	NW	W
1/9	Planning Day	W	W	W	NW	W	W	W	W
1/16	Martin Luther King Day	NW	NW	NW	NW	NW	NW	NW	W
2/20	President Day	NW	NW	NW	NW	NW	NW	NW	W
3/17	Planning Day	W	W	W	NW	NW	W	W	W
3/20	Spring Break	NW	NW	NW	NW	NW	PH	W	W
3/21	Spring Break	NW	NW	NW	NW	NW	PH	W	W
3/22	Spring Break	NW	NW	NW	NW	NW	PH	NW	W
3/23	Spring Break	NW	NW	NW	PH	PH	PH	PH	PH
3/24	Spring Break	NW	NW	NW	PH	PH	PH	PH	PH
5/26	Planning Day	W	W	W		W	W	W	W
5/29	Memorial Day	NW	NW	NW		NW	NW	NW	W
5/30	Planning Day	W	W	W		W	W	W	W
Paid Holidays	5	5	5	8	8	13	8	8	9
Workdays	191	201	211	180	186	201	216	211	251
TOTAL	196	206	216	188	194	214	224	219	260

W - Regular Work Day

PH - Paid Holiday

NW - Non-Working Day

LR - Leave Required

¹ All days for 10 Month Instructional, Elementary Guidance, Secondary Guidance and Dean of Students are 7.5 hours.

² All days for APs and Less Than 12 Month Data Entry are 8 hours.

³ Food Service Managers will be notified of the days of inservice before the start of the school year.

⁴ ALL DAYS ARE 7 HOURS.

⁵ July 5-7, 11-14, 2022 are long days. Week of 5/30/23 - Start of 2023 4-day weeks w/long days.DU closed on Monday 5/29.District Office closed on July 1, 4, 8, 15 (2022) and June 9, 16, 23 & 30 (2023).

MONTHLY

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD						DUE IN FINANCE
	FROM	THROUGH	PAYDAY	DAYS WORKED	HOLIDAYS	REPORT	
24	JULY 1	JULY 6	JULY 14	3	1	4	JULY 7
23	JULY 7	JULY 19	JULY 29	9	0	9	JULY 21
22	JULY 20	AUG. 4	AUG. 15	12	0	12	AUG. 8
21	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
20	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
19	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
18	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
17	OCT. 3	OCT. 18	OCT. 31	12	0	12	OCT. 20
16	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
15	NOV. 2	NOV. 16	NOV. 30	11	0	11	NOV. 18
14	NOV. 17	DEC. 2	DEC. 15	10	2	12	DEC. 6
13	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
12	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
11	DEC. 19	JAN. 17	JAN. 31	18	3	21	JAN. 19
10	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
9	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
8	FEB. 15	MAR. 1	MAR. 15	11	0	11	MAR. 3
7	MAR. 2	MAR. 14	MAR. 31	9	0	9	MAR. 16
6	MAR. 15	MAR. 31	APR. 14	11	2	13	APR. 4
5	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
4	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
3	MAY 1	MAY 16	MAY 31	12	0	12	MAY 18
2	MAY 17	JUNE 2	JUNE 15	13	0	13	JUNE 6
1	JUNE 5	JUNE 30	JUNE 29	20	0	20	JUNE 20 *
TOTAL				251	9	260	

DUE DATES WITH * ARE PROJECTED

NOTE: The above dates are leave reporting purposes only. 12 month staff is actually paid up to date. You must immediately report any terminations, leaves of absences or worker's comp. to payroll staff to ensure employees are not overpaid.

MONTHLY

2022 - 2023 SCHOOL CALENDAR

July 2022						
Su	M	Tu	W	Th	F	Sa
					F/C	2
3	PH	5	6	7	C	9
10	11	12	13	14	C	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

August 2022						
Su	M	Tu	W	Th	F	Sa
31	1	P	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	1

October 2022						
Su	M	Tu	W	Th	F	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	8
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	PH	LR	LR	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	LR	4	5	6	7
8	P	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			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				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	20	21	22	PH	PH	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
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

May 2023						
Su	M	Tu	W	Th	F	Sa
30	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	P	27
28	C	P	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	C	10
11	12	13	14	15	C	17
18	19	20	21	22	C	24
25	26	27	28	29	L/C	

PH
LR
NW

Paid Holiday
Leave Required
Non Working

F/L
P
C

First / Last Day
Planning/Working Day
County Office Closed

P/SD

Planning Working/Staff Development

July	4	Fourth of July
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-23	School Holiday
Nov	24-25	Thanksgiving Break
Dec	26 - Jan 3	Christmas Break
Dec	28,29 Jan 3	Leave Required

Jan	9	Planning Day
Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	23-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day - County Office Closed

July 5-7, 11-14, 2022 are Long Days

Week of 5/30/2023-Start of 2023 Long Day Weeks

2022-2023 MONTHLY

JULY				
M	T	W	T	F
				C/ 1
4 8.75	5 8.75	6 8.75	7 8.75	8 C
11 8.75	12 8.75	13 8.75	14 8.75	15 C
18 7	19 7	20 7	21 7	22 7
25 7	26 7	27 7	28 7	29 7
SEPTEMBER				
M	T	W	T	F
			1 7	2 7
5 7	6 7	7 7	8 7	9 7
12 7	13 7	14 7	15 7	16 7
19 7	20 7	21 7	22 7	23 7
26 7	27 7	28 7	29 7	30 7
NOVEMBER				
M	T	W	T	F
	1 7	2 7	3 7	4 7
7 7	8 7	9 7	10 7	11 7
14 7	15 7	16 7	17 7	18 7
21 7	22 7	23 7	24 7	25 7
28 7	29 7	30 7		
JANUARY				
M	T	W	T	F
2 7	3 7	4 7	5 7	6 7
9 7	10 7	11 7	12 7	13 7
16 7	17 7	18 7	19 7	20 7
23 7	24 7	25 7	26 7	27 7
30 7	31 7			
MARCH				
M	T	W	T	F
		1 7	2 7	3 7
6 7	7 7	8 7	9 7	10 7
13 7	14 7	15 7	16 7	17 7
20 7	21 7	22 7	23 7	24 7
27 7	28 7	29 7	30 7	31 7
MAY				
M	T	W	T	F
1 7	2 7	3 7	4 7	5 7
8 7	9 7	10 7	11 7	12 7
15 7	16 7	17 7	18 7	19 7
22 7	23 7	24 7	25 7	26 7
29 C	30 8.75	31 8.75		

AUGUST				
M	T	W	T	F
1 7	2 7	3 7	4 7	5 7
8 7	9 7	10 7	11 7	12 7
15 7	16 7	17 7	18 7	19 7
22 7	23 7	24 7	25 7	26 7
29 7	30 7	31 7		
OCTOBER				
M	T	W	T	F
3 7	4 7	5 7	6 7	7 7
10 7	11 7	12 7	13 7	14 7
17 7	18 7	19 7	20 7	21 7
24 7	25 7	26 7	27 7	28 7
31 7				
DECEMBER				
M	T	W	T	F
			1 7	2 7
5 7	6 7	7 7	8 7	9 7
12 7	13 7	14 7	15 7	16 7
19 7	20 7	21 7	22 7	23 7
26 7	27 7	28 7	29 7	30 NW
FEBRUARY				
M	T	W	T	F
		1 7	2 7	3 7
6 7	7 7	8 7	9 7	10 7
13 7	14 7	15 7	16 7	17 7
20 7	21 7	22 7	23 7	24 7
27 7	28 7			
APRIL				
M	T	W	T	F
3 7	4 7	5 7	6 7	7 7
10 7	11 7	12 7	13 7	14 7
17 7	18 7	19 7	20 7	21 7
24 7	25 7	26 7	27 7	28 7
JUNE				
M	T	W	T	F
			1 8.75	2 8.75
5 8.75	6 8.75	7 8.75	8 8.75	9 C
12 8.75	13 8.75	14 8.75	15 8.75	16 C
19 8.75	20 8.75	21 8.75	22 8.75	23 C
26 8.75	27 8.75	28 8.75	29 8.75	30 C

CONTRACT START 07/01/22
CONTRACT END 06/30/23
DAYS IN CONTRACT 260
HOURS/DAY (REG) 7.0

SPECIAL NOTE
If you normally work an 8 hour day under these pay types, your long days are 10 hours.

If you normally work a 7½ hour day under these pay types, your long days are 9 hours 23 minutes.

If you normally work a 7 hour day under these pay types, your long days are 8 hours 45 minutes

PH Paid Holiday
C Closed
NW Not Worked
LR Leave Required

col 1 + col 2 = / hours = days

927.5 + 892.5 = 1820 / 7.0 = 260.00

12 - MONTH & DAILY PERSONNEL

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD						DUE IN FINANCE
	FROM	THROUGH	PAYDAY	DAYS WORKED	HOLIDAYS	REPORT	
24	JULY 1	JULY 6	JULY 14	3	1	4	JULY 7
23	JULY 7	JULY 19	JULY 29	9	0	9	JULY 21
22	JULY 20	AUG. 4	AUG. 15	12	0	12	AUG. 8
21	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
20	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
19	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
18	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
17	OCT. 3	OCT. 18	OCT. 31	12	0	12	OCT. 20
16	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
15	NOV. 2	NOV. 16	NOV. 30	11	0	11	NOV. 18
14	NOV. 17	DEC. 2	DEC. 15	10	2	12	DEC. 6
13	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
12	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
11	DEC. 19	JAN. 17	JAN. 31	18	3	21	JAN. 19
10	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
9	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
8	FEB. 15	MAR. 1	MAR. 15	11	0	11	MAR. 3
7	MAR. 2	MAR. 14	MAR. 31	9	0	9	MAR. 16
6	MAR. 15	MAR. 31	APR. 14	11	2	13	APR. 4
5	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
4	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
3	MAY 1	MAY 16	MAY 31	12	0	12	MAY 18
2	MAY 17	JUNE 2	JUNE 15	13	0	13	JUNE 6
1	JUNE 5	JUNE 30	JUNE 29	20	0	20	JUNE 20 *
TOTAL				251	9	260	

DUE DATES WITH * ARE PROJECTED

NOTE: The above dates are leave reporting purposes only. 12 month staff is actually paid up to date. You must immediately report any terminations, leaves of absences or worker's comp. to payroll staff to ensure employees are not overpaid.

12 - MONTH & DAILY PERSONNEL

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa
					F/C	2
3	PH	5	6	7	C	9
10	11	12	13	14	C	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	P	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	PH	LR	LR	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	LR	4	5	6	7
8	P	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			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				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	20	21	22	PH	PH	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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						

May 2023						
Su	M	Tu	W	Th	F	Sa
	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	P	27
28	C	P	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	C	10
11	12	13	14	15	C	17
18	19	20	21	22	C	24
25	26	27	28	29	L/C	

PH
LR
NW

Paid Holiday
Leave Required
Non Working

C
P
F/L

County Office Closed
Planning/Working Day
First / Last Day

P/SD

Planning Working/Staff Development

July	4	Fourth of July
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-23	School Holiday
Nov	24-25	Thanksgiving Break
Dec	26 - Jan 3	Christmas Break
Dec	28,29 Jan 3	Leave Required

Jan	9	Planning Day
Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	23-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day - County Office Closed

July 5-7, 11-14, 2022 are Long Days

Week of 5/30/2023-Start of 2023 Long Day Weeks

2022-2023 12 - MONTH & DAILY PERSONNEL

JULY					
M	T	W	T	F	
				C/7	1
8.75	8.75	8.75	8.75	C	8
8.75	8.75	8.75	8.75	C	15
7	7	7	7	7	22
7	7	7	7	7	29
SEPTEMBER					
M	T	W	T	F	
			7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
NOVEMBER					
M	T	W	T	F	
	7	7	7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
JANUARY					
M	T	W	T	F	
7	7	7	7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
MARCH					
M	T	W	T	F	
		7	7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
MAY					
M	T	W	T	F	
7	7	7	7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
C	8.75	8.75			29
AUGUST					
M	T	W	T	F	
7	7	7	7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
OCTOBER					
M	T	W	T	F	
7	7	7	7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
DECEMBER					
M	T	W	T	F	
			7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
FEBRUARY					
M	T	W	T	F	
		7	7	7	1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
APRIL					
M	T	W	T	F	
					1
7	7	7	7	7	8
7	7	7	7	7	15
7	7	7	7	7	22
7	7	7	7	7	29
JUNE					
M	T	W	T	F	
			8.75	8.75	1
8.75	8.75	8.75	8.75	C	8
8.75	8.75	8.75	8.75	C	15
8.75	8.75	8.75	8.75	C	22
8.75	8.75	8.75	8.75	C	29

CONTRACT START 07/01/22
CONTRACT END 06/30/23
DAYS IN CONTRACT 260
HOURS/DAY (REG) 7.0
PAID HOLIDAYS 9

SPECIAL NOTE
If you normally work an 8 hour day under these pay types, your long days are 10 hours.

If you normally work a 7½ hour day under these pay types, your long days are 9 hours 23 minutes.

If you normally work a 7 hour day under these pay types, your long days are 8 hours 45 minutes

PH	Paid Holiday
C	Closed
NW	Not Worked
LR	Leave Required

col 1 + col 2 = / hours = days
927.5 892.5 = 1820 / 7.0 = 260.00

ASSISTANT PRINCIPALS

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD			DAYS WORKED	HOLIDAYS	REPORT	DUE IN FINANCE
	FROM	THROUGH	PAYDAY				
24	JULY 26	AUG. 4	AUG. 15	8	0	8	AUG. 8
23	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
22	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
21	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
20	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
19	OCT. 3	OCT. 18	OCT. 31	12	0	12	OCT. 20
18	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
17	NOV. 2	NOV. 16	NOV. 30	10	0	10	NOV. 18
16	NOV. 17	DEC. 2	DEC. 15	7	2	9	DEC. 6
15	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
14	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
13	DEC. 19	JAN. 17	JAN. 31	11	5	16	JAN. 19
12	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
11	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
10	FEB. 15	MAR. 1	MAR. 15	10	0	10	MAR. 3
9	MAR. 2	MAR.14	MAR. 31	9	0	9	MAR. 16
8	MAR. 15	MAR. 31	APR. 14	8	5	13	APR. 4
7	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
6	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
5	MAY 1	MAY 16	MAY 31	12	0	12	MAY 18
4	MAY 17	JUNE 6	JUNE 6	14	0	14	MAY 30*
3	SUMMER CHECK		JUNE 6				
2	SUMMER CHECK		JUNE 6				
1	SUMMER CHECK		JUNE 6				
TOTAL				201	13	214	
DUE DATES WITH * ARE PROJECTED							

ASSISTANT PRINCIPALS

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa
24		F/26	27	28	29	30

August 2022						
Su	M	Tu	W	Th	F	Sa
31	1	P	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	PH	PH	PH	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	P	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NW	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	PH	PH	PH	PH	PH	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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

May 2023						
Su	M	Tu	W	Th	F	Sa
	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	P	27
28	NW	P	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	L/6				

PH
LR
NW

Paid Holiday
Leave Required
Non Working

C
F/L
P

County Office Closed
First / Last Day
Planning/Working Day

P/SD

Planning Working/Staff Development

July	26	First Day
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-23	School Holiday
Nov	24-25	Thanksgiving Break
Dec	26-30	Christmas Break
Jan	2-6	Christmas Break

Jan	9	Planning Day
Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	20-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day - County Office Closed
June	6	Last Day

2022-2023 ASSISTANT PRINCIPALS

JULY				
M	T	W	T	F
	8 ²⁶	8 ²⁷	8 ²⁸	8 ²⁹
SEPTEMBER				
M	T	W	T	F
			1	2
			8	8
8 ⁵	8 ⁶	8 ⁷	8 ⁸	8 ⁹
8 ¹²	8 ¹³	8 ¹⁴	8 ¹⁵	8 ¹⁶
8 ¹⁹	8 ²⁰	8 ²¹	8 ²²	8 ²³
8 ²⁶	8 ²⁷	8 ²⁸	8 ²⁹	8 ³⁰
NOVEMBER				
M	T	W	T	F
	1	2	3	4
	8	8	8	8
8 ⁷	8 ⁸	8 ⁹	8 ¹⁰	NW ¹¹
8 ¹⁴	8 ¹⁵	8 ¹⁶	8 ¹⁷	8 ¹⁸
NW ²¹	NW ²²	NW ²³	8 ²⁴	8 ²⁵
8 ²⁸	8 ²⁹	8 ³⁰		
JANUARY				
M	T	W	T	F
8 ²	NW ³	NW ⁴	NW ⁵	NW ⁶
8 ⁹	8 ¹⁰	8 ¹¹	8 ¹²	8 ¹³
NW ¹⁶	8 ¹⁷	8 ¹⁸	8 ¹⁹	8 ²⁰
8 ²³	8 ²⁴	8 ²⁵	8 ²⁶	8 ²⁷
8 ³⁰	8 ³¹			
MARCH				
M	T	W	T	F
		1	2	3
		8	8	8
8 ⁶	8 ⁷	8 ⁸	8 ⁹	8 ¹⁰
8 ¹³	8 ¹⁴	8 ¹⁵	8 ¹⁶	8 ¹⁷
8 ²⁰	8 ²¹	8 ²²	8 ²³	8 ²⁴
8 ²⁷	8 ²⁸	8 ²⁹	8 ³⁰	8 ³¹
MAY				
M	T	W	T	F
8 ¹	8 ²	8 ³	8 ⁴	8 ⁵
8 ⁸	8 ⁹	8 ¹⁰	8 ¹¹	8 ¹²
8 ¹⁵	8 ¹⁶	8 ¹⁷	8 ¹⁸	8 ¹⁹
8 ²²	8 ²³	8 ²⁴	8 ²⁵	8 ²⁶
NW ²⁹	8 ³⁰	8 ³¹		

AUGUST				
M	T	W	T	F
8 ¹	8 ²	8 ³	8 ⁴	8 ⁵
8 ⁸	8 ⁹	8 ¹⁰	8 ¹¹	8 ¹²
8 ¹⁵	8 ¹⁶	8 ¹⁷	8 ¹⁸	8 ¹⁹
8 ²²	8 ²³	8 ²⁴	8 ²⁵	8 ²⁶
8 ²⁹	8 ³⁰	8 ³¹		
OCTOBER				
M	T	W	T	F
8 ³	8 ⁴	8 ⁵	8 ⁶	8 ⁷
8 ¹⁰	8 ¹¹	8 ¹²	8 ¹³	8 ¹⁴
8 ¹⁷	8 ¹⁸	8 ¹⁹	8 ²⁰	8 ²¹
8 ²⁴	8 ²⁵	8 ²⁶	8 ²⁷	8 ²⁸
8 ³¹				
DECEMBER				
M	T	W	T	F
			1	2
8 ⁵	8 ⁶	8 ⁷	8 ⁸	8 ⁹
8 ¹²	8 ¹³	8 ¹⁴	8 ¹⁵	8 ¹⁶
8 ¹⁹	8 ²⁰	8 ²¹	8 ²²	8 ²³
8 ²⁶	8 ²⁷	8 ²⁸	8 ²⁹	NW ³⁰
FEBRUARY				
M	T	W	T	F
		1	2	3
8 ⁶	8 ⁷	8 ⁸	8 ⁹	8 ¹⁰
8 ¹³	8 ¹⁴	8 ¹⁵	8 ¹⁶	8 ¹⁷
NW ²⁰	8 ²¹	8 ²²	8 ²³	8 ²⁴
8 ²⁷	8 ²⁸			
APRIL				
M	T	W	T	F
8 ³	8 ⁴	8 ⁵	8 ⁶	8 ⁷
8 ¹⁰	8 ¹¹	8 ¹²	8 ¹³	8 ¹⁴
8 ¹⁷	8 ¹⁸	8 ¹⁹	8 ²⁰	8 ²¹
8 ²⁴	8 ²⁵	8 ²⁶	8 ²⁷	8 ²⁸
JUNE				
M	T	W	T	F
			1	2
8 ⁵	8 ⁶			

CONTRACT START 07/26/22
 CONTRACT END 06/06/23
 DAYS IN CONTRACT 214
 HOURS/DAY (REG) 8.0
 PAID HOLIDAYS 13

PH	Paid Holiday
C	Closed
NW	Not Worked

col 1 + col 2 = / hours = days
 848 864 = 1712 / 8.0 = 214.00

10 MONTH INST / SRO'S & OT/PT'S

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD						DUE IN FINANCE
	FROM	THROUGH	PAYDAY	DAYS WORKED	HOLIDAYS	REPORT	
24	AUG. 2	AUG. 4	AUG. 15	3	0	3	AUG. 8
23	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
22	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
21	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
20	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
19	OCT. 3	OCT. 18	OCT. 31	12	0	12	OCT. 20
18	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
17	NOV. 2	NOV. 16	NOV. 30	10	0	10	NOV. 18
16	NOV. 17	DEC. 2	DEC. 15	7	2	9	DEC. 6
15	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
14	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
13	DEC. 19	JAN. 17	JAN. 31	11	2	13	JAN. 19
12	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
11	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
10	FEB. 15	MAR. 1	MAR. 15	10	0	10	MAR. 3
9	MAR. 2	MAR. 14	MAR. 31	9	0	9	MAR. 16
8	MAR. 15	MAR. 31	APR. 14	8	0	8	APR. 4
7	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
6	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
5	MAY 1	MAY 30	MAY 30	21	0	21	MAY 19
4	SUMMER CHECK		MAY 30				
3	SUMMER CHECK		MAY 30				
2	SUMMER CHECK		MAY 30				
1	SUMMER CHECK		JUNE 15				
			TOTAL	191	5	196	

10 MONTH INST / SRO & OT/PT'S

2022 - 2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa

August 2022						
Su	M	Tu	W	Th	F	Sa
		F/2	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	1

October 2022						
Su	M	Tu	W	Th	F	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	8
6	7	8	9	10	NW	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	NW	NW	NW	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	P	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NW	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	NW	NW	NW	NW	NW	25
26	27	28	29	30	31	1

April 2023						
Su	M	Tu	W	Th	F	Sa
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

May 2023						
Su	M	Tu	W	Th	F	Sa
30	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	P	27
28	NW	L/30				

June 2023						
Su	M	Tu	W	Th	F	Sa

PH
P
NW

Paid Holiday
Planning/Working Day
Non Working

F/L
P/SD

First / Last Day
Planning Working/Staff Development

Aug	2	First Day
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-25	Thanksgiving Break
Dec	26-30	Christmas Break
Jan	2-6	Christmas Break
Jan	9	Planning Day

Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	20-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day-County Office Closed
May	30	Last Day

2022-2023 10-MONTH INST/ SRO'S & OT/PT'S

JULY				
M	T	W	T	F
SEPTEMBER				
M	T	W	T	F
			1	2
			7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
NOVEMBER				
M	T	W	T	F
	1	2	3	4
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	NW
7.5	7.5	7.5	7.5	7.5
NW	NW	NW	7.5	7.5
7.5	7.5	7.5		
JANUARY				
M	T	W	T	F
7.5	NW	NW	NW	NW
7.5	7.5	7.5	7.5	7.5
NW	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5			
MARCH				
M	T	W	T	F
		1	2	3
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
NW	NW	NW	NW	NW
7.5	7.5	7.5	7.5	7.5
MAY				
M	T	W	T	F
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
NW	7.5			

AUGUST				
M	T	W	T	F
	2	3	4	5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
OCTOBER				
M	T	W	T	F
3	4	5	6	7
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
DECEMBER				
M	T	W	T	F
			1	2
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
FEBRUARY				
M	T	W	T	F
		1	2	3
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
NW	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
APRIL				
M	T	W	T	F
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
7.5	7.5	7.5	7.5	7.5
JUNE				
M	T	W	T	F

CONTRACT START 08/02/22
 CONTRACT END 05/30/23
 DAYS IN CONTRACT 196
 HOURS/DAY (REG 7.5
 PAID HOLIDAYS 5

PH Paid Holiday
 C Closed
 NW Not Worked

col 1 + col 2 = / hours = days
 720 750 = 1470 / 7.5 = 196.00

ELEMENTARY GUIDANCE / DEAN OF STUDENTS

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD						DUE IN FINANCE
	FROM	THROUGH	PAYDAY	DAYS WORKED	HOLIDAYS	REPORT	
24	JULY 26	AUG. 4	AUG. 15	8	0	8	AUG. 8
23	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
22	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
21	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
20	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
19	OCT. 3	OCT. 18	OCT. 31	12	0	12	OCT. 20
18	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
17	NOV. 2	NOV. 16	NOV. 30	10	0	10	NOV. 18
16	NOV. 17	DEC. 2	DEC. 15	7	2	9	DEC. 6
15	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
14	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
13	DEC. 19	JAN. 17	JAN. 31	11	2	13	JAN. 19
12	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
11	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
10	FEB. 15	MAR. 1	MAR. 15	10	0	10	MAR. 3
9	MAR. 2	MAR. 14	MAR. 31	9	0	9	MAR. 16
8	MAR. 15	MAR. 31	APR. 14	8	0	8	APR. 4
7	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
6	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
5	MAY 1	MAY 16	MAY 31	12	0	12	MAY 18
4	MAY 17	JUNE 6	JUNE 6	14	0	14	MAY 30
3	SUMMER CHECK		JUNE 6				
2	SUMMER CHECK		JUNE 6				
1	SUMMER CHECK		JUNE 15				
			TOTAL	201	5	206	

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa
		F/26	27	28	29	30

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	P	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	NW	NW	NW	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	P	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			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				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	NW	NW	NW	NW	NW	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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

May 2023						
Su	M	Tu	W	Th	F	Sa
	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	P	27
28	NW	P	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	L/6				

PH	Paid Holiday	F/L	First / Last Day
NW	Non Working	P	Planning/Working Day
P/SD	Planning Working/Staff Development		

Jul	26	First Day
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-25	Thanksgiving Break
Dec	26-30	Christmas Break
Jan	2-6	Christmas Break
Jan	9	Planning Day

Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	20-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day - County Office Closed
June	6	Last Day

2022-2023 ELEMENTARY GUIDANCE / DEAN OF STUDENTS

JULY				
M	T	W	T	F
	26	27	28	29
	7.5	7.5	7.5	7.5
SEPTEMBER				
M	T	W	T	F
			1	2
			7.5	7.5
5	6	7	8	9
7.5	7.5	7.5	7.5	7.5
12	13	14	15	16
7.5	7.5	7.5	7.5	7.5
19	20	21	22	23
7.5	7.5	7.5	7.5	7.5
26	27	28	29	30
7.5	7.5	7.5	7.5	7.5
NOVEMBER				
M	T	W	T	F
	1	2	3	4
	7.5	7.5	7.5	7.5
7	8	9	10	11
7.5	7.5	7.5	7.5	NW
14	15	16	17	18
7.5	7.5	7.5	7.5	7.5
21	22	23	24	25
NW	NW	NW	7.5	7.5
28	29	30		
7.5	7.5	7.5		
JANUARY				
M	T	W	T	F
2	3	4	5	6
7.5	NW	NW	NW	NW
9	10	11	12	13
7.5	7.5	7.5	7.5	7.5
16	17	18	19	20
NW	7.5	7.5	7.5	7.5
23	24	25	26	27
7.5	7.5	7.5	7.5	7.5
30	31			
7.5	7.5			
MARCH				
M	T	W	T	F
		1	2	3
		7.5	7.5	7.5
6	7	8	9	10
7.5	7.5	7.5	7.5	7.5
13	14	15	16	17
7.5	7.5	7.5	7.5	7.5
20	21	22	23	24
NW	NW	NW	NW	NW
27	28	29	30	31
7.5	7.5	7.5	7.5	7.5
MAY				
M	T	W	T	F
1	2	3	4	5
7.5	7.5	7.5	7.5	7.5
8	9	10	11	12
7.5	7.5	7.5	7.5	7.5
15	16	17	18	19
7.5	7.5	7.5	7.5	7.5
22	23	24	25	26
7.5	7.5	7.5	7.5	7.5
29	30	31		
NW	7.5	7.5		

AUGUST				
M	T	W	T	F
1	2	3	4	5
7.5	7.5	7.5	7.5	7.5
8	9	10	11	12
7.5	7.5	7.5	7.5	7.5
15	16	17	18	19
7.5	7.5	7.5	7.5	7.5
22	23	24	25	26
7.5	7.5	7.5	7.5	7.5
29	30	31		
7.5	7.5	7.5		
OCTOBER				
M	T	W	T	F
3	4	5	6	7
7.5	7.5	7.5	7.5	7.5
10	11	12	13	14
7.5	7.5	7.5	7.5	7.5
17	18	19	20	21
7.5	7.5	7.5	7.5	7.5
24	25	26	27	28
7.5	7.5	7.5	7.5	7.5
31				
7.5				
DECEMBER				
M	T	W	T	F
			1	2
			7.5	7.5
5	6	7	8	9
7.5	7.5	7.5	7.5	7.5
12	13	14	15	16
7.5	7.5	7.5	7.5	7.5
19	20	21	22	23
7.5	7.5	7.5	7.5	7.5
26	27	28	29	30
7.5	NW	NW	NW	NW
FEBRUARY				
M	T	W	T	F
		1	2	3
		7.5	7.5	7.5
6	7	8	9	10
7.5	7.5	7.5	7.5	7.5
13	14	15	16	17
7.5	7.5	7.5	7.5	7.5
20	21	22	23	24
NW	7.5	7.5	7.5	7.5
27	28			
7.5	7.5			
APRIL				
M	T	W	T	F
3	4	5	6	7
7.5	7.5	7.5	7.5	7.5
10	11	12	13	14
7.5	7.5	7.5	7.5	7.5
17	18	19	20	21
7.5	7.5	7.5	7.5	7.5
24	25	26	27	28
7.5	7.5	7.5	7.5	7.5
JUNE				
M	T	W	T	F
			1	2
			7.5	7.5
5	6			
7.5	7.5			

CONTRACT START 07/26/22
 CONTRACT END 06/06/23
 DAYS IN CONTRACT 206
 HOURS/DAY (REG) 7.5
 PAID HOLIDAYS 5

PH	Paid Holiday
C	Closed
NW	Not Worked

col 1 + col 2 = / hours = days
 757.5 + 787.5 = 1545 / 7.5 = 206.00

SECONDARY GUIDANCE / 11 MO INSTRUCTIONAL

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD			DAYS WORKED	HOLIDAYS	REPORT	DUE IN FINANCE
	FROM	THROUGH	PAYDAY				
24	JULY 18	JULY 19	JULY 29	2	0	2	JULY 21
23	JULY 20	AUG. 4	AUG. 15	12	0	12	AUG. 8
22	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
21	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
20	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
19	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
18	OCT. 3	OCT. 18	OCT. 31	12	0	12	OCT. 20
17	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
16	NOV. 2	NOV. 16	NOV. 30	10	0	10	NOV. 18
15	NOV. 17	DEC. 2	DEC. 15	7	2	9	DEC. 6
14	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
13	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
12	DEC. 19	JAN. 17	JAN. 31	11	2	13	JAN. 19
11	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
10	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
9	FEB. 15	MAR. 1	MAR. 15	10	0	10	MAR. 3
8	MAR. 2	MAR.14	MAR. 31	9	0	9	MAR. 16
7	MAR. 15	MAR. 31	APR. 14	8	0	8	APR. 4
6	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
5	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
4	MAY 1	MAY 16	MAY 31	12	0	12	MAY 18
3	MAY 17	JUNE 13	JUNE 13	18	0	18	JUNE 5*
2	SUMMER CHECK		JUNE 13				
1	SUMMER CHECK		JUNE 13				
TOTAL				211	5	216	
DUE DATES WITH * ARE PROJECTED							

SECONDARY GUIDANCE / 11 MONTH INST.

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa
	F/18	19	20	21	22	23
24	25	26	27	28	29	30

August 2022						
Su	M	Tu	W	Th	F	Sa
31	1	P	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	NW	NW	NW	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	P	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NW	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	NW	NW	NW	NW	NW	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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						

May 2023						
Su	M	Tu	W	Th	F	Sa
	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	P	27
28	NW	P	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	L/8	C	10
11	12	L/13				

PH	Paid Holiday
NW	Non Working
P	Planning/Working Day

C	County Office Closed
F/L	First / Last Day
P/SD	Planning Working/Staff Development

Jul	18	First Day
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-25	Thanksgiving Break
Dec	26-30	Christmas Break
Jan	2-6	Christmas Break
Jan	9	Planning Day

Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	20-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day - County Office Closed
June	13	Last Day

2022-2023 SECONDARY GUIDANCE / 11 MO INST

JULY				
M	T	W	T	F
18	19	20	21	22
7.5	7.5	7.5	7.5	7.5
25	26	27	28	29
7.5	7.5	7.5	7.5	7.5
SEPTEMBER				
M	T	W	T	F
			1	2
			7.5	7.5
5	6	7	8	9
7.5	7.5	7.5	7.5	7.5
12	13	14	15	16
7.5	7.5	7.5	7.5	7.5
19	20	21	22	23
7.5	7.5	7.5	7.5	7.5
26	27	28	29	30
7.5	7.5	7.5	7.5	7.5
NOVEMBER				
M	T	W	T	F
	1	2	3	4
	7.5	7.5	7.5	7.5
7	8	9	10	11
7.5	7.5	7.5	NW	7.5
14	15	16	17	18
7.5	7.5	7.5	7.5	7.5
21	22	23	24	25
NW	NW	NW	7.5	7.5
28	29	30		
7.5	7.5	7.5		
JANUARY				
M	T	W	T	F
2	3	4	5	6
7.5	NW	NW	NW	NW
9	10	11	12	13
7.5	7.5	7.5	7.5	7.5
16	17	18	19	20
NW	7.5	7.5	7.5	7.5
23	24	25	26	27
7.5	7.5	7.5	7.5	7.5
30	31			
7.5	7.5			
MARCH				
M	T	W	T	F
		1	2	3
		7.5	7.5	7.5
6	7	8	9	10
7.5	7.5	7.5	7.5	7.5
13	14	15	16	17
7.5	7.5	7.5	7.5	7.5
20	21	22	23	24
NW	NW	NW	NW	NW
27	28	29	30	31
7.5	7.5	7.5	7.5	7.5
MAY				
M	T	W	T	F
1	2	3	4	5
7.5	7.5	7.5	7.5	7.5
8	9	10	11	12
7.5	7.5	7.5	7.5	7.5
15	16	17	18	19
7.5	7.5	7.5	7.5	7.5
22	23	24	25	26
7.5	7.5	7.5	7.5	7.5
29	30	31		
NW	7.5	7.5		

AUGUST				
M	T	W	T	F
1	2	3	4	5
7.5	7.5	7.5	7.5	7.5
8	9	10	11	12
7.5	7.5	7.5	7.5	7.5
15	16	17	18	19
7.5	7.5	7.5	7.5	7.5
22	23	24	25	26
7.5	7.5	7.5	7.5	7.5
29	30	31		
7.5	7.5	7.5		
OCTOBER				
M	T	W	T	F
3	4	5	6	7
7.5	7.5	7.5	7.5	7.5
10	11	12	13	14
7.5	7.5	7.5	7.5	7.5
17	18	19	20	21
7.5	7.5	7.5	7.5	7.5
24	25	26	27	28
7.5	7.5	7.5	7.5	7.5
31				
7.5				
DECEMBER				
M	T	W	T	F
			1	2
			7.5	7.5
5	6	7	8	9
7.5	7.5	7.5	7.5	7.5
12	13	14	15	16
7.5	7.5	7.5	7.5	7.5
19	20	21	22	23
7.5	7.5	7.5	7.5	7.5
26	27	28	29	30
7.5	NW	NW	NW	NW
FEBRUARY				
M	T	W	T	F
		1	2	3
		7.5	7.5	7.5
6	7	8	9	10
7.5	7.5	7.5	7.5	7.5
13	14	15	16	17
7.5	7.5	7.5	7.5	7.5
20	21	22	23	24
NW	7.5	7.5	7.5	7.5
27	28			
7.5	7.5			
APRIL				
M	T	W	T	F
3	4	5	6	7
7.5	7.5	7.5	7.5	7.5
10	11	12	13	14
7.5	7.5	7.5	7.5	7.5
17	18	19	20	21
7.5	7.5	7.5	7.5	7.5
24	25	26	27	28
7.5	7.5	7.5	7.5	7.5
JUNE				
M	T	W	T	F
			1	2
			7.5	7.5
5	6	7	8	9
7.5	7.5	7.5	7.5	C
12	13			
7.5	7.5			

CONTRACT START 07/18/22
 CONTRACT END 06/13/23
 DAYS IN CONTRACT 216
 HOURS/DAY (REG) 7.5
 PAID HOLIDAYS 5

PH Paid Holiday
 C Closed
 NW Not Worked

col 1 + col 2 = / hours = days
 802.5 817.5 = 1620 / 7.5 = 216.00

PARAS / BUS DRIVERS / BUS AIDES / RN'S & LPN'S

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD						DUE IN FINANCE
	FROM	THROUGH	PAYDAY	DAYS WORKED	HOLIDAYS	REPORT	
24	AUG. 10	AUG. 17	AUG. 31	6	0	6	AUG. 19
23	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
22	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
21	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
20	OCT. 3	OCT. 18	OCT. 31	11	0	11	OCT. 20
19	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
18	NOV. 2	NOV. 16	NOV. 30	10	0	10	NOV. 18
17	NOV. 17	DEC. 2	DEC. 15	7	2	9	DEC. 6
16	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
15	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
14	DEC. 19	JAN. 17	JAN. 31	10	3	13	JAN. 19
13	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
12	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
11	FEB. 15	MAR. 1	MAR. 15	10	0	10	MAR. 3
10	MAR. 2	MAR. 14	MAR. 31	9	0	9	MAR. 16
9	MAR. 15	MAR. 31	APR. 14	7	2	9	APR. 4
8	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
7	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
6	MAY 1	MAY 25	MAY 25	19		19	MAY 16
5	SUMMER CHECK		MAY 25				
4	SUMMER CHECK		MAY 25				
3	SUMMER CHECK		MAY 25				
2	SUMMER CHECK		MAY 25				
1	SUMMER CHECK		JUNE 8				
			TOTAL	180	8	188	

PARAS / BUS DRIVERS / BUS PARAS / RN'S & LPN'S

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa

August 2022						
Su	M	Tu	W	Th	F	Sa
			F/10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	NW	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	PH	NW	NW	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	NW	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NW	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	NW	18
19	NW	NW	NW	PH	PH	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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						

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	L/25		

June 2023						
Su	M	Tu	W	Th	F	Sa

PH	Paid Holiday
NW	Non Working
F/L	First / Last Day

Aug	10	First Day
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-25	Thanksgiving Break
Dec	26-30	Christmas Break
Jan	2-6	Christmas Break

Jan	9	Planning Day
Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	20-24	Spring Break
May	25	Last Day

2022-2023 BUS DRIVERS/AIDES/PARAS/RN'S & LPN'S

JULY				
M	T	W	T	F
SEPTEMBER				
M	T	W	T	F
			1	2
			7	7
5	6	7	8	9
7	7	7	7	7
12	13	14	15	16
7	7	7	7	7
19	20	21	22	23
7	7	7	7	7
26	27	28	29	30
7	7	7	7	7
NOVEMBER				
M	T	W	T	F
	1	2	3	4
	7	7	7	7
7	8	9	10	11
7	7	7	7	NW
14	15	16	17	18
7	7	7	7	7
21	22	23	24	25
NW	NW	NW	7	7
28	29	30		
7	7	7		
JANUARY				
M	T	W	T	F
2	3	4	5	6
7	NW	NW	NW	NW
9	10	11	12	13
NW	7	7	7	7
16	17	18	19	20
NW	7	7	7	7
23	24	25	26	27
7	7	7	7	7
30	31			
7	7			
MARCH				
M	T	W	T	F
		1	2	3
		7	7	7
6	7	8	9	10
7	7	7	7	7
13	14	15	16	17
7	7	7	7	NW
20	21	22	23	24
NW	NW	NW	7	7
27	28	29	30	31
7	7	7	7	7
MAY				
M	T	W	T	F
1	2	3	4	5
7	7	7	7	7
8	9	10	11	12
7	7	7	7	7
15	16	17	18	19
7	7	7	7	7
22	23	24	25	
7	7	7	7	

AUGUST				
M	T	W	T	F
		10 7	11 7	12 7
15 7	16 7	17 7	18 7	19 7
22 7	23 7	24 7	25 7	26 7
29 7	30 7	31 7		
OCTOBER				
M	T	W	T	F
3 7	4 7	5 7	6 7	7 7
10 7	11 7	12 7	13 7	14 7
17 NW	18 7	19 7	20 7	21 7
24 7	25 7	26 7	27 7	28 7
31 7				
DECEMBER				
M	T	W	T	F
			1 7	2 7
5 7	6 7	7 7	8 7	9 7
12 7	13 7	14 7	15 7	16 7
19 7	20 7	21 7	22 7	23 7
26 7	27 7	28 NW	29 NW	30 NW
FEBRUARY				
M	T	W	T	F
		1 7	2 7	3 7
6 7	7 7	8 7	9 7	10 7
13 7	14 7	15 7	16 7	17 7
20 NW	21 7	22 7	23 7	24 7
27 7	28 7			
APRIL				
M	T	W	T	F
3 7	4 7	5 7	6 7	7 7
10 7	11 7	12 7	13 7	14 7
17 7	18 7	19 7	20 7	21 7
24 7	25 7	26 7	27 7	28 7
JUNE				
M	T	W	T	F

CONTRACT START	08/10/22
CONTRACT END	05/25/23
DAYS IN CONTRACT	188
HOURS/DAY (REG)	7.0
PAID HOLIDAYS	8

PH	Paid Holiday
C	Closed
NW	Not Worked

col 1	+	col 2	=	/	hours	=	days
658		658	=	1316	/	7.0	= 188.00

FOOD SERVICE

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD						DUE IN FINANCE
	FROM	THROUGH	PAYDAY	DAYS WORKED	HOLIDAYS	REPORT	
24	AUG. 4	AUG. 4	AUG. 15	1	0	1	AUG. 8
23	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
22	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
21	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
20	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
19	OCT. 3	OCT. 18	OCT. 31	11	0	11	OCT. 20
18	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
17	NOV. 2	NOV. 16	NOV. 30	10	0	10	NOV. 18
16	NOV. 17	DEC. 2	DEC. 15	7	2	9	DEC. 6
15	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
14	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
13	DEC. 19	JAN. 17	JAN. 31	11	3	14	JAN. 19
12	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
11	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
10	FEB. 15	MAR. 1	MAR. 15	10	0	10	MAR. 3
9	MAR. 2	MAR. 14	MAR. 31	9	0	9	MAR. 16
8	MAR. 15	MAR. 31	APR. 14	7	2	9	APR. 4
7	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
6	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
5	MAY 1	MAY 26	MAY 26	20		20	MAY 18
4	SUMMER CHECK		MAY 26				
3	SUMMER CHECK		MAY 26				
2	SUMMER CHECK		MAY 26				
1	SUMMER CHECK		JUNE 8				
			TOTAL	186	8	194	

FOOD SERVICE

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa

August 2022						
Su	M	Tu	W	Th	F	Sa
7	P	P		F/4	P/SD	6
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	NW	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	PH	NW	NW	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	P	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NW	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	NW	18
19	NW	NW	NW	PH	PH	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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

May 2023						
Su	M	Tu	W	Th	F	Sa
	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	L/26	

June 2023						
Su	M	Tu	W	Th	F	Sa

PH
NW
F/L

Paid Holiday
Non Working
First / Last Day

P
P/SD

Planning/Working Day
Planning Working/Staff Development

Aug	4	First Day	Jan	9	Planning Day
Sept	5	Labor Day - School Holiday	Jan	16	Martin Luther King - School Holiday
Oct	17	Planning Day	Feb	20	President's Day - School Holiday
Nov	11	Veteran's Day - School Holiday	Mar	17	Planning Day
Nov	21-25	Thanksgiving Break	Mar	20-24	Spring Break
Dec	26-30	Christmas Break	May	26	Last Day
Jan	2-6	Christmas Break			

2022-2023 FOOD SERVICE

JULY				
M	T	W	T	F
SEPTEMBER				
M	T	W	T	F
			1	2
			6	6
5	6	7	8	9
6	6	6	6	6
12	13	14	15	16
6	6	6	6	6
19	20	21	22	23
6	6	6	6	6
26	27	28	29	30
6	6	6	6	6
NOVEMBER				
M	T	W	T	F
	1	2	3	4
	6	6	6	6
7	8	9	10	11
6	6	6	6	NW
14	15	16	17	18
6	6	6	6	6
21	22	23	24	25
NW	NW	NW	6	6
28	29	30		
6	6	6		
JANUARY				
M	T	W	T	F
2	3	4	5	6
6	NW	NW	NW	NW
9	10	11	12	13
6	6	6	6	6
16	17	18	19	20
NW	6	6	6	6
23	24	25	26	27
6	6	6	6	6
30	31			
6	6			
MARCH				
M	T	W	T	F
		1	2	3
		6	6	6
6	6	6	6	6
13	14	15	16	17
6	6	6	6	NW
20	21	22	23	24
NW	NW	NW	6	6
27	28	29	30	31
6	6	6	6	6
MAY				
M	T	W	T	F
1	2	3	4	5
6	6	6	6	6
8	9	10	11	12
6	6	6	6	6
15	16	17	18	19
6	6	6	6	6
22	23	24	25	26
6	6	6	6	6

AUGUST				
M	T	W	T	F
			4	5
			6	6
8	9	10	11	12
6	6	6	6	6
15	16	17	18	19
6	6	6	6	6
22	23	24	25	26
6	6	6	6	6
29	30	31		
6	6	6		
OCTOBER				
M	T	W	T	F
3	4	5	6	7
6	6	6	6	6
10	11	12	13	14
6	6	6	6	6
17	18	19	20	21
NW	6	6	6	6
24	25	26	27	28
6	6	6	6	6
31				
6				
DECEMBER				
M	T	W	T	F
			1	2
			6	6
5	6	7	8	9
6	6	6	6	6
12	13	14	15	16
6	6	6	6	6
19	20	21	22	23
6	6	6	6	6
26	27	28	29	30
6	6	NW	NW	NW
FEBRUARY				
M	T	W	T	F
		1	2	3
		6	6	6
6	6	6	6	6
13	14	15	16	17
6	6	6	6	6
20	21	22	23	24
NW	6	6	6	6
27	28			
6	6			
APRIL				
M	T	W	T	F
3	4	5	6	7
6	6	6	6	6
10	11	12	13	14
6	6	6	6	6
17	18	19	20	21
6	6	6	6	6
24	25	26	27	28
6	6	6	6	6
JUNE				
M	T	W	T	F

CONTRACT START 08/04/22
 CONTRACT END 05/26/23
 DAYS IN CONTRACT 194
 HOURS/DAY (REG) 6.0
 PAID HOLIDAYS 8
 MANAGERS HRS 7.0

PH	Paid Holiday
C	Closed
NW	Not Worked

col 1 + col 2 = / hours = days
 576 588 = 1164 / 6.0 = 194.00

LESS THAN 12 - MONTH DATA ENTRY

DUE DATES WITH * ARE PROJECTED

LESS 12 - MONTH DATA ENTRY

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa
17	F/18	19	20	21	22	23
24	25	26	27	28	29	30

August 2022						
Su	M	Tu	W	Th	F	Sa
31	1	P	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	PH	NW	NW	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	P	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NW	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	NW	NW	NW	PH	PH	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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

May 2023						
Su	M	Tu	W	Th	F	Sa
30	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	P	27
28	NW	P	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	C	10
11	12	L/13				

PH	Paid Holiday
NW	Non Working
P	Planning/Working Day

C	County Office Closed
F/L	First / Last Day
P/SD	Planning Working/Staff Development

Jul	18	First Day
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-25	Thanksgiving Break
Dec	26-30	Christmas Break
Jan	2-6	Christmas Break
Jan	9	Planning Day

Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	20-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day - County Office Closed
June	13	Last Day

2022-2023 LESS THAN 12 - MONTH DATA ENTRY

JULY				
M	T	W	T	F
18	19	20	21	22
8	8	8	8	8
25	26	27	28	29
8	8	8	8	8
SEPTEMBER				
M	T	W	T	F
			1	2
			8	8
5	6	7	8	9
8	8	8	8	8
12	13	14	15	16
8	8	8	8	8
19	20	21	22	23
8	8	8	8	8
26	27	28	29	30
8	8	8	8	8
NOVEMBER				
M	T	W	T	F
	1	2	3	4
	8	8	8	8
7	8	9	10	11
8	8	8	8	NW
14	15	16	17	18
8	8	8	8	8
21	22	23	24	25
NW	NW	NW	8	8
28	29	30		
8	8	8		
JANUARY				
M	T	W	T	F
2	3	4	5	6
8	NW	NW	NW	NW
9	10	11	12	13
8	8	8	8	8
16	17	18	19	20
NW	8	8	8	8
23	24	25	26	27
8	8	8	8	8
30	31			
8	8			
MARCH				
M	T	W	T	F
		1	2	3
		8	8	8
6	7	8	9	10
8	8	8	8	8
13	14	15	16	17
8	8	8	8	8
20	21	22	23	24
NW	NW	NW	8	8
27	28	29	30	31
8	8	8	8	8
MAY				
M	T	W	T	F
1	2	3	4	5
8	8	8	8	8
8	8	8	8	8
15	16	17	18	19
8	8	8	8	8
22	23	24	25	26
8	8	8	8	8
29	30	31		
NW	8	8		

col 1 + col 2 =
872 880 = 1752

AUGUST				
M	T	W	T	F
1	2	3	4	5
8	8	8	8	8
8	8	8	8	8
15	16	17	18	19
8	8	8	8	8
22	23	24	25	26
8	8	8	8	8
29	30	31		
8	8	8		
OCTOBER				
M	T	W	T	F
3	4	5	6	7
8	8	8	8	8
10	11	12	13	14
8	8	8	8	8
17	18	19	20	21
8	8	8	8	8
24	25	26	27	28
8	8	8	8	8
31				
8				
DECEMBER				
M	T	W	T	F
			1	2
			8	8
5	6	7	8	9
8	8	8	8	8
12	13	14	15	16
8	8	8	8	8
19	20	21	22	23
8	8	8	8	8
26	27	28	29	30
8	8	NW	NW	NW
FEBRUARY				
M	T	W	T	F
		1	2	3
		8	8	8
6	7	8	9	10
8	8	8	8	8
13	14	15	16	17
8	8	8	8	8
20	21	22	23	24
NW	8	8	8	8
27	28			
8	8			
APRIL				
M	T	W	T	F
3	4	5	6	7
8	8	8	8	8
10	11	12	13	14
8	8	8	8	8
17	18	19	20	21
8	8	8	8	8
24	25	26	27	28
8	8	8	8	8
JUNE				
M	T	W	T	F
			1	2
			8	8
5	6	7	8	C
8	8	8	8	8
12	13			
8	8			

hours = days
8.0 = 219.00

CONTRACT START 07/18/22
CONTRACT END 06/13/23
DAYS IN CONTRACT 219
HOURS/DAY (REG) 8.0
PAID HOLIDAYS 8

PH Paid Holiday
C Closed
NW Not Worked

LESS THAN 12 - MONTH SECRETARIES

NO. OF CHECKS	1/24 OF ANNUAL CONTRACT PER REGULAR PAY PERIOD						DUE IN FINANCE
	FROM	THROUGH	PAYDAY	DAYS WORKED	HOLIDAYS	REPORT	
24	JULY 18	JULY 19	JULY 29	2	0	2	JULY 21
23	JULY 20	AUG. 4	AUG. 15	12	0	12	AUG. 8
22	AUG. 5	AUG. 17	AUG. 31	9	0	9	AUG. 19
21	AUG. 18	AUG. 31	SEPT. 15	10	0	10	SEPT. 2
20	SEPT. 1	SEPT. 16	SEPT. 30	11	1	12	SEPT. 20
19	SEPT. 19	SEPT. 30	OCT. 14	10	0	10	OCT. 4
18	OCT. 3	OCT. 18	OCT. 31	12	0	12	OCT. 20
17	OCT. 19	NOV. 1	NOV. 15	10	0	10	NOV. 3
16	NOV. 2	NOV. 16	NOV. 30	11	0	11	NOV. 18
15	NOV. 17	DEC. 2	DEC. 15	7	2	9	DEC. 6
14	DEC. 5	DEC. 9	DEC. 23	5	0	5	DEC. 13
13	DEC. 12	DEC. 16	JAN. 13	5	0	5	DEC. 20
12	DEC. 19	JAN. 17	JAN. 31	11	3	14	JAN. 19
11	JAN. 18	FEB. 1	FEB. 15	11	0	11	FEB. 3
10	FEB. 2	FEB. 14	FEB. 28	9	0	9	FEB. 16
9	FEB. 15	MAR. 1	MAR. 15	10	0	10	MAR. 3
8	MAR. 2	MAR. 14	MAR. 31	9	0	9	MAR. 16
7	MAR. 15	MAR. 31	APR. 14	10	2	12	APR. 4
6	APR. 3	APR. 14	APR. 28	10	0	10	APR. 18
5	APR. 17	APRIL 28	MAY 15	10	0	10	MAY 2
4	MAY 1	MAY 16	MAY 31	12	0	12	MAY 18
3	MAY 17	JUNE 15	JUNE 15	20	0	20	JUNE 7*
2	SUMMER CHECK		JUNE 15				
1	SUMMER CHECK		JUNE 15				
TOTAL				216	8	224	
DUE DATES WITH * ARE PROJECTED							

LESS 12 - MONTH SECRETARIES

2022-2023 School Calendar

July 2022						
Su	M	Tu	W	Th	F	Sa
17	F/18	19	20	21	22	23
24	25	26	27	28	29	30

August 2022						
Su	M	Tu	W	Th	F	Sa
31	1	P	P	P	P/SD	6
7	P	P	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	PH	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	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	P	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				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	PH	PH	NW	NW	NW	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	PH	NW	NW	NW	NW	7
8	P	10	11	12	13	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	NW	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	20	21	NW	PH	PH	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						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

May 2023						
Su	M	Tu	W	Th	F	Sa
30	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	P	27
28	NW	P	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	C	10
11	12	13	14	L/15		

PH	Paid Holiday
NW	Non Working
P	Planning/Working Day

C	County Office Closed
F/L	First / Last Day
P/SD	Planning Working/Staff Development

Jul	18	First Day
Sept	5	Labor Day - School Holiday
Oct	17	Planning Day
Nov	11	Veteran's Day - School Holiday
Nov	21-23	School Holiday
Nov	24-25	Thanksgiving Break
Dec	26-30	Christmas Break
Jan	2-6	Christmas Break

Jan	9	Planning Day
Jan	16	Martin Luther King - School Holiday
Feb	20	President's Day - School Holiday
Mar	17	Planning Day
Mar	20-24	Spring Break
May	26 & 30	Post Planning Days
May	29	Memorial Day
June	15	Last Day

2022-2023 LESS THAN 12-MONTH SECRETARIES

JULY				
M	T	W	T	F
18	19	20	21	22
7	7	7	7	7
25	26	27	28	29
7	7	7	7	7
SEPTEMBER				
M	T	W	T	F
			1	2
			7	7
5	6	7	8	9
7	7	7	7	7
12	13	14	15	16
7	7	7	7	7
19	20	21	22	23
7	7	7	7	7
26	27	28	29	30
7	7	7	7	7
NOVEMBER				
M	T	W	T	F
	1	2	3	4
	7	7	7	7
7	8	9	10	11
7	7	7	7	7
14	15	16	17	18
7	7	7	7	7
21	22	23	24	25
NW	NW	NW	7	7
28	29	30		
7	7	7		
JANUARY				
M	T	W	T	F
2	3	4	5	6
7	NW	NW	NW	NW
9	10	11	12	13
7	7	7	7	7
16	17	18	19	20
NW	7	7	7	7
23	24	25	26	27
7	7	7	7	7
30	31			
7	7			
MARCH				
M	T	W	T	F
		1	2	3
		7	7	7
6	7	8	9	10
7	7	7	7	7
13	14	15	16	17
7	7	NW	7	7
20	21	22	23	24
7	7	7	7	7
27	28	29	30	31
7	7	7	7	7
MAY				
M	T	W	T	F
1	2	3	4	5
7	7	7	7	7
8	9	10	11	12
7	7	7	7	7
15	16	17	18	19
7	7	7	7	7
22	23	24	25	26
7	7	7	7	7
29	30	31		
NW	7	7		

AUGUST				
M	T	W	T	F
1	2	3	4	5
7	7	7	7	7
8	9	10	11	12
7	7	7	7	7
15	16	17	18	19
7	7	7	7	7
22	23	24	25	26
7	7	7	7	7
29	30	31		
7	7	7		
OCTOBER				
M	T	W	T	F
3	4	5	6	7
7	7	7	7	7
10	11	12	13	14
7	7	7	7	7
17	18	19	20	21
7	7	7	7	7
24	25	26	27	28
7	7	7	7	7
31				
7				
DECEMBER				
M	T	W	T	F
			1	2
			7	7
5	6	7	8	9
7	7	7	7	7
12	13	14	15	16
7	7	7	7	7
19	20	21	22	23
7	7	7	7	7
26	27	28	29	30
7	7	NW	NW	NW
FEBRUARY				
M	T	W	T	F
		1	2	3
		7	7	7
6	7	8	9	10
7	7	7	7	7
13	14	15	16	17
7	7	7	7	7
20	21	22	23	24
NW	7	7	7	7
27	28			
7	7			
APRIL				
M	T	W	T	F
3	4	5	6	7
7	7	7	7	7
10	11	12	13	14
7	7	7	7	7
17	18	19	20	21
7	7	7	7	7
24	25	26	27	28
7	7	7	7	7
JUNE				
M	T	W	T	F
			1	2
			7	7
5	6	7	8	9
7	7	7	7	C
12	13	14	15	
7	7	7	7	

CONTRACT START 07/18/22
 CONTRACT END 06/15/23
 DAYS IN CONTRACT 224
 HOURS/DAY (REG) 7.0
 PAID HOLIDAYS 8

PH	Paid Holiday
C	Closed
NW	Not Worked

col 1 + col 2 = / hours = days
 784 784 = 1568 / 7.0 = 224.00