



2009-10 Flexible Payroll Calendar for Certificated Assignments

For Year Round School Assignments Starting After June 30, 2009

Track _____

For office use only

QW	Month	First Week					Second Week					Third Week					Fourth Week					Planned Workdays		Actual Days Worked		
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	Regular Schedule	Other Assignmts			
1	Jul								Jul		+	6	7	8	9	10	13	14	15	16	17					
2	Jul - Aug	20	21	22	23	24	27	28	29	30	31	3	4	5	6	7	10	11	12	13	14					
3	Aug - Sep	17	18	19	20	21	24	25	26	27	28	+	Sep				+	7	8	9	10	11				
4	Sep - Oct	14	15	16	17	18	21	22	23	24	25				Oct		5	6	7	8	9					
5	Oct - Nov	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	Nov									
6	Nov - Dec	9	10	+	12	13	16	17	18	19	20	23	24	25	+	x	Dec									
7	Dec - Jan	7	8	9	10	11	14	15	16	17	18				x	+	30	1	2	3	4					
8	Jan	4	5	6	7	8	11	12	13	14	15	+	18	19	20	21	22	28	29	30	#	+				
9	Jan - Feb	Feb					+	8	9	10	11	12	+	15	16	17	18	19	25	26	27					
10	Feb - Mar	Mar					8	9	10	11	12						22	23	24	25	26					
11	Mar - Apr			Apr			5	6	7	8	9	15	16	17	18	19	22	23	24	25	26					
12	Apr - May	29	30	31	1	2	May					12	13	14	15	16	19	20	21	22	23					
13	May - Jun	26	27	28	29	30	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21					
14	Jun	24	25	26	27	28	+	Jun				7	8	9	10	11	14	15	16	17	18					
		21	22	23	24	25	31	1	2	3	4															
							28	29	30																	

- + Legal holidays
- # Non-duty equalization day for 12-month employees
- x Board declared holiday

Subtotal

Total Planned Workdays

Site _____ SS# _____

Employee _____
 Print Name Employee Signature

Plan Approved _____
 Site Administrator Date

Actuals Certified: _____
 Site Administrator date