long beach unified school district

Track _____

2018-19 Flexible Payroll Calendar for Certificated Assignments Starting After June 30, 2018

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

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

Subtotal

Total Planned Workdays

Site _____ **Employee ID** _____

Actuals Certified: _____
Site Administrator Date

Employee _____ _____
Print Name Employee Signature

Plan Approved _____ _____
Site Administrator Date