long beach unified school district

Track _____

2017-18 Flexible Payroll Calendar for Classified Assignments Starting After June 30, 2017

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	Regular Workdays	Other Paid Days Holiday	Other Paid Days Vacation	For office use only Actual Days Paid
1	Jul											Jul 3	+ 4	5	6	7	10	11	12	13	14				
2	Jul - Aug	17	18	19	20	21	24	25	26	27	28	31	Aug 1	2	3	4	7	8	9	10	11				
3	Aug - Sep	14	15	16	17	18	21	22	23	24	25	28	29	30	31	Sep 1	+ 4	5	6	7	8				
4	Sep - Oct	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Oct 2	3	4	5	6				
5	Oct - Nov	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31	Nov 1	2	3				
6	Nov - Dec	6	7	8	9	+ 10	13	14	15	16	17	20	21	22	+ 23	x 24	27	28	29	30	Dec 1				
7	Dec	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	+ 25	x 26	27	28	29				
8	Dec - Jan	+ 1	2	3	4	5	8	9	10	11	12	+ 15	16	17	18	19	22	23	24	25	26				
9	Jan - Feb	29	30	31	Feb 1	2	5	6	7	8	9	+ 12	13	14	15	16	+ 19	20	21	22	23				
10	Feb - Mar	26	27	28	Mar 1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23				
11	Mar - Apr	26	27	28	29	+ 30	Apr 2	3	4	5	6	9	10	11	12	13	16	17	18	19	20				
12	Apr - May	23	24	25	26	27	30	May 1	2	3	4	7	8	9	10	11	14	15	16	17	18				
13	May - Jun	21	22	23	24	25	+ 28	29	30	31	Jun 1	4	5	6	7	8	11	12	13	14	15				
14	Jun	18	19	20	21	22	25	26	27	28	29														

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

Subtotal

Total Paid Days

Site _____ **Employee ID** _____

Actuals Certified: _____
Site Administrator Date

Employee _____ _____
Print Name Employee Signature

Plan Approved _____ _____
Site Administrator Date