



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

Track _____

For office use only

Actual Days Paid

QW	Month	First Week					Second Week					Third Week					Fourth Week					Regular Workdays	Other Paid Days		Actual Days Paid
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F		Holiday	Vacation	
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	1 ^{Aug}	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	1 ^{Oct}	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	1 ^{Nov}	2				
6	Nov - Dec	5	6	7	8	9	12 ⁺	13	14	15	16	19	20	21	22 ⁺	23 ^x	26	27	28	29	30				
7	Dec	3 ^{Dec}	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24 ^x	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	1 ^{Feb}	4	5	6	7	8	11 ⁺	12	13	14	15	18 ⁺	19	20	21	22				
10	Feb - Mar	25	26	27	28	1 ^{Mar}	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22				
11	Mar - Apr	25	26	27	28	29	1 ^{Apr}	2	3	4	5	8	9	10	11	12	15	16	17	18	19 ⁺				
12	Apr - May	22	23	24	25	26	29	30	1 ^{May}	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	3 ^{Jun}	4	5	6	7	10	11	12	13	14				
14	Jun	17	18	19	20	21	24	25	26	27	28														
															Subtotal										
															Total Paid Days										

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

Site _____ Employee ID _____

Employee _____
 Print Name Employee Signature

Plan Approved _____
 Site Administrator Date

Actuals Certified: _____
 Site Administrator Date