

THE SCHOOL DISTRICT OF VOLUSIA COUNTY

FISCAL YEAR 2022-2023

PAYROLL SCHEDULES

Full Year Pay Dates

Pay Types

Pay Periods

Pay Dates

School Calendars

Holidays

FY23 Pay Types

<u>Pay types</u>	<u># months</u>	<u>Description</u>	<u>Page</u>
200	12	Admin/Non-barg Exempt 260 day June multi-pay	1
201	12	Admin/Non-barg Non-Exempt 260 day June multi-pay	1
401	12	VUE Support - 260 day June multi-pay	1
501	12	AFSCME - 260 day June multi-pay	1
310	11.75	Instructional - 256 day position	2
105	12	School Based Admin 255 day June multi-pay	3
205	12	District Admin/Non-barg Exempt 255 day June multi-pay	3
206	12	District Admin/Non-barg Non-Exempt 255 day June multi-pay	3
107	12	School Based Admin 250 day June multi-pay	4
207	12	District Admin/Non-barg Exempt 250 day June multi-pay	4
208	12	District Admin/Non-barg Non-Exempt 250 day June multi-pay	4
403	12	VUE Support - 250 day June multi-pay	4
503	12	AFSCME - 250 Day June multi-pay	4
211	n/a	Day Care Workers	5
306	n/a	Instructional Extended Day- as needed	5
710	n/a	Student Workers	5
712	n/a	Inst Hosp/Home Bound/Child Find	5
713	n/a	Instructional Limited Term	5
714	n/a	Limited Term Support	5
716	n/a	Sub Instructional	5
719	n/a	Sub support	5
230	11	Admin/Non-barg 216 day - 24 pay	6
330	11	Instructional 216 day - 24 pay	6
430	11	VUE Support - 216 day - 22 pay	7
134	11	School Based Admin 212 day - 24 pay	8
234	11	Admin/Non-barg - 212 day - 24 pay	8
342	10	199 Day Instructional - 24 pay	9
343	10	Late Start Inst - Begin on or after 1/2/23	10
550	10	SWC Managers/Interns - 198 day - 24 pay	11
340	10	196 Day Instructional - 24 pay	12
344	10	196 Day Instructional Job Share	12
341	10	Late Start Inst - Begin on or after 1/2/23	13
307	9	Extra Period Supplements	14
240	10	196 Day Non-bargaining Non-Exempt - 21 pay	15
241	10	196 Day Non-bargaining Exempt Support - 21 pay	15
440	10	VUE Support - 196 day - 21 pay	15
555	9	AFSCME - 190 day - 21 pay	16
560	9	SWC Assistants - 186 day - 21 pay	17
470	9	VUE Support - 185 day Paras - 21 pay	18
260	9	Non-barg Non-Exempt - 185 day Guardians - 21 pay	19
261	9	Non-barg Exempt - 185 day Healthcare support - 21 pay	20
262	9	Non-barg Non-Exempt - 185 day Healthcare support - 21 pay	20
264	9	Psychologist Interns - 185 day - 21 pay	20
270	9	Non-bargaining Non-Exempt - 185 day - 21 pay	20
271	9	Non-bargaining Exempt - 185 day - 21 pay	20
565	9	Clinic Assistants - 185 day - 21 pay	20
572	9	SWC Dining Room Aides - 181 day - 21 pay	21
471	9	VUE Support - 180 day Office Specialists - 21 pay	22
570	9	AFSCME - 180 day - 21 pay	22
791	n/a	Activity Supplements	23
792	n/a	Activity Supplements	23
793	n/a	Activity Supplements	23

REVISED 8/4/22

PAYROLL CONTACT AND PAY TYPE INFORMATION

Payroll Contact Main number	Extension 20362	email @volusia.k12.fl.us	Description of pay types and/or other areas of responsibility	Pay Types
Amy Ryan	20352	alryan	196-day Instructional - Secondary 196-day job share Limited Term Instructional VUE Instructional Sick Bank Processing Security Access	340 344 713
Angela James	20359	aajames	185-day Guardians Activity Supplements AFSCME Longevity Security Access	260 791, 792, 793, 794
Tammy Hays	20358	tshays	260-day Admin and Non-Bargaining 256-day Instructional 250 & 255-day Administration and Non-Bargaining 216-day Instructional and Non Bargaining 212-day Administration and Non-Bargaining 199-day Instructional, hired after January 1 196-day Instructional, hired after January 1 185-day Transportation EDEP Group Leaders Hourly instructional Student Workers Non-Bargaining Sick Bank Processing AFSCME Attendance Bonus W-4s	200, 201 310 105, 107, 205 206, 207, 208 230, 330 134, 234 343 341 562 211 306, 307, 712 710
Tina Flaherty	20355	tmflaher	196-day Instructional - Elementary 199-day Instructional Summer School	340 342
Laura Aitken	20360	ljaitken	250 & 216 -day VUE Support Staff 250-day AFSCME 196 & 180-day VUE Support Staff VUE Support Paraprofessionals 180-day AFSCME Support 260-day AFSCME	401, 403, 430 503 440, 471 470 570 501
Tiffany Roberts	20223	tarober1	190 & 185-day AFSCME & Healthcare Support School Way Café Non-exempt Supplements on Invoice Invoices 181-day Dining Room Aides	262, 555, 565 550, 560 735 572
Adriana Abella	20362	aabella	196-day Non-Bargaining Support 180-day VUE Non-Bargaining Support 180-day Permanent Subs Substitutes AVID Tutors Limited Term Support Sub reimbursement invoices Direct Deposits RapidPay Cards Union Dues, United Way, UNCF, Futures AFSCME Sick Bank Processing VUE Support Sick Bank Processing	240, 241 270, 271 216, 217 716, 719 709 714

VOLUSIA COUNTY SCHOOLS

2022-2023 Holiday and Non-Work Day Schedules - PENDING APPROVAL

196-day through 216-day; 256-day positions		
<u>Paid Holidays (6)</u>		
Sep 5, 2022	Mon	Labor Day
Nov 24, 2022	Thu	Thanksgiving Holiday
Nov 25, 2022	Fri	Thanksgiving Holiday
Dec 23, 2022	Fri	Christmas Day Observed
Jan 16, 2023	Mon	Martin Luther King, Jr. B'day
May 29, 2023	Mon	Memorial Day
256-day positions have an additional three days as floating holidays		
Refer to School Calendar and pay type schedules for non-work days.		

250-day; 255-day; 260-day positions		
<u>Paid Holidays (9)</u>		
Sep 5, 2022	Mon	Labor Day
Nov 23, 2022	Wed	Thanksgiving Holiday
Nov 24, 2022	Thu	Thanksgiving Holiday
Nov 25, 2022	Fri	Thanksgiving Holiday
Dec 23, 2022	Fri	Christmas Day Observed
Dec 26, 2022	Mon	Winter Break
Dec 30, 2022	Fri	Winter Break
Jan 16, 2023	Mon	Martin Luther King, Jr. B'day
May 29, 2023	Mon	Memorial Day
<u>250-day Scheduled Unpaid (non-work) (11)</u>		
Nov 11, 2022	Fri	Veteran's Day
Dec 21, 2022	Wed	Winter Break
Dec 22, 2022	Thu	Winter Break
Dec 27, 2022	Tue	Winter Break
Dec 28, 2022	Wed	Winter Break
Dec 29, 2022	Thu	Winter Break
Mar 13, 2023	Mon	Spring Break
Mar 14, 2023	Tue	Spring Break
Mar 15, 2023	Wed	Spring Break
Mar 16, 2023	Thu	Spring Break
Mar 17, 2023	Fri	Spring Break
<u>255-day Scheduled Unpaid (non-work) (6)</u>		
Nov 11, 2022	Fri	Veteran's Day
Dec 21, 2022	Wed	Winter Break
Dec 22, 2022	Thu	Winter Break
Dec 27, 2022	Tue	Winter Break
Dec 28, 2022	Wed	Winter Break
Dec 29, 2022	Thu	Winter Break
<u>260 - Day Positions</u>		
Scheduled Unpaid (non-work) (1)		
Nov 11, 2022	Fri	Veteran's Day

Four (10-hour) Day Work Weeks
<p>Four day work weeks are traditionally for positions of 250- days or more, however, the start of the school year has four-day work weeks for 212-day and 216-day positions. (10 hours for normal 8-hr day; less than 8-hr day is prorated)</p> <p>Summer Programs may have their own schedules.</p> <ul style="list-style-type: none"> > Mon, Jun 6, 2022 through Thur, Aug 4, 2022 are four 10- hour days with Friday mandatory close. > Mon, July 4, 2022 is a mandatory close day. 12-month staff will work four 10-hour days Tue, July 5, 2022 through Fri, July 8, 2022. > Fri, Nov 11, 2022 is a non-work day to celebrate Veterans' day. 12-month staff will work their normal schedule Monday through Thursday. > Mon, Mar 13, 2023 to Thur, Mar 16, 2023 are four 10- hour days for 255-day and 260-day staff; Friday is a mandatory close day. > Mon, Jun 5, 2023: start of four-day work weeks through the week of July 31 of the next fiscal year ; Fridays are mandatory close.

1. A School Board approved holiday cannot be the beginning date or termination date for any employee. Also, if an employee is on unpaid leave the workday before and after the paid holiday, the employee will not be paid for the holiday
2. The School Board reserves the right to modify these schedules at any time.

THE SCHOOL DISTRICT OF VOLUSIA COUNTY
Community Information Services
Post Office Box 2118, DeLand, Florida 32721-2118
2022-23 School Calendar

Make-up days for inclement weather include November 21 and November 22.

August 9 (Tuesday)	Preplanning Begins – Teachers Report
August 15 (Monday)	First Day of School for Students
August 23 (Tuesday)	Professional Development Day/Student Holiday
September 5 (Monday)	Labor Day Holiday
October 17 (Monday)	Teacher Duty Day/Student Holiday
November 8 (Tuesday)	Teacher/Student Holiday
November 11 (Friday)	Veterans Day Holiday
November 21 (Monday)	Thanksgiving Holiday Begins
<i>***November 21 and 22 will be used as makeup days for inclement weather if needed***</i>	
November 28 (Monday)	Classes Resume
December 19 (Monday)	Winter Holiday Begins
January 2 (Monday)	Teacher Duty Day/Student Holiday
January 3 (Tuesday)	Classes Resume
January 16 (Monday)	Martin Luther King’s Birthday Holiday
February 20 (Monday)	Student/Teacher Holiday
March 10 (Friday)	Teacher Duty Day/Student Holiday
March 13 (Monday)	Spring Holiday Begins
March 20 (Monday)	Classes Resume
May 29 (Monday)	Memorial Day Holiday
June 2 (Friday)	Last Day of School for Students
June 6 (Tuesday)	Last Day of School for Teachers

FY 2022-2023

Run Numbers, Pay Dates, and Close Dates

QUICK REFERENCE

(For regular prorated positions only. Summer programs, transportation, and cafeteria may have different schedules.)

<u>Run #</u>	<u>Pay Date</u>	<u>Close Date</u>	<u>Pay Period</u> <u>End Date</u>	
079	07/28/22	07/18/22	7/15/2022	
085	08/15/22	08/01/22	7/31/2022	
089	08/31/22	08/16/22	8/15/2022	
095	09/15/22	09/01/22	8/31/2022	
099	09/30/22	09/16/22	9/15/2022	
105	10/14/22	10/03/22	9/30/2022	
109	10/31/22	10/17/22	10/15/2022	
115	11/15/22	11/01/22	10/31/2022	
119	11/30/22	11/10/22	11/15/2022	Project leave through 11/15/2022
125	12/09/22	12/01/22	11/30/2022	
126	12/16/22	12/07/22	12/15/2022	Project leave through 12/15/2022
215	01/13/23	01/02/23	12/31/2022	
219	01/31/23	01/17/23	1/13/2023	
225	02/15/23	02/01/23	1/31/2023	
229	02/28/23	02/16/23	2/15/2023	
235	03/09/23	03/01/23	2/28/2023	
239	03/31/23	03/20/23	3/15/2023	
245	04/14/23	04/03/23	3/31/2023	
249	04/28/23	04/17/23	4/15/2023	
255	05/15/23	05/01/23	4/30/2023	
259	05/31/23	05/16/23	5/15/2023	
261-264	6/6/2023	n/a	n/a	4 checks, teachers only: pay types 340,342,344
265	06/15/23	06/01/23	5/31/2023	
267	06/29/23	06/19/23	6/30/2023	Project leave through 6/30/2023
268	06/29/23	n/a	n/a	2nd check for 11-month teachers, admin, and 12-month June Multi Pay
269	06/29/23	n/a	n/a	3rd payment for 11-month teachers and admin

Invoice Pay Dates and Close Dates

Invoices received in Payroll will be paid within one to two pay cycles after receipt contingent upon no errors and/or missing information required for processing. This timeline may also be adjusted at the discretion of Payroll due to unforeseen circumstances.

<u>Run #</u>	<u>INVOICE Close Date</u>	<u>Pay Date</u>
075	06/30/22	07/14/22
079	07/14/22	07/28/22
085	07/28/22	08/15/22
089	08/15/22	08/31/22
095	08/31/22	09/15/22
099	09/15/22	09/30/22
105	09/30/22	10/14/22
109	10/14/22	10/31/22
115	10/31/22	11/15/22
119	11/15/22	11/30/22
125	No invoice pmts on 12/9/22	
126	11/30/22	12/16/22
215	12/15/22	01/13/23
219	01/13/23	01/31/23
225	01/31/23	02/15/23
229	02/15/23	02/28/23
235	No invoice pmts on 3/9/23	
239	03/20/23	03/31/23
245	03/31/23	04/14/23
249	04/14/23	04/28/23
255	04/28/23	05/15/23
259	05/15/23	05/31/23
265	05/31/23	06/15/23
267	06/13/23	06/29/23

260-day positions - 24 payments June Multi-pay

12 Month Pay Types:

200 Admin/Non-Bargaining Exempt

401 VUE Support

201 Admin/Non-Bargaining Non-exempt

501 AFSCME

First Day of Duty: 07/01/22

Last Day of Duty: 06/30/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work		Number of Sick Days Credited	Sick Leave Update
						Days Per Pay Period	Hold Back		
24	079	07/01/22	07/15/22	07/18/22	07/28/22	11	0.17		
23	085	07/16/22	07/31/22	08/01/22	08/15/22	10	(0.67)	4	08/01/22
22	089	08/01/22	08/15/22	08/16/22	08/31/22	11	(0.50)		
21	095	08/16/22	08/31/22	09/01/22	09/15/22	12	0.67	1	09/01/22
20	099	09/01/22	09/15/22	09/16/22	09/30/22	11	0.83		
19	105	09/16/22	09/30/22	10/03/22	10/14/22	11	1.00	1	10/03/22
18	109	10/01/22	10/15/22	10/17/22	10/31/22	10	0.17		
17	115	10/16/22	10/31/22	11/01/22	11/15/22	11	0.33	1	11/01/22
16	119	11/01/22	11/15/22	* 11/10/22	11/30/22	10	(0.50)		
15	125	11/16/22	11/30/22	12/01/22	12/09/22	11	(0.33)	1	12/01/22
14	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	(0.17)		
13	215	12/16/22	12/31/22	01/02/23	01/13/23	11	0.00	1	01/02/23
12	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(0.83)		
11	225	01/16/23	01/31/23	02/01/23	02/15/23	12	0.33	1	02/01/23
10	229	02/01/23	02/15/23	02/16/23	02/28/23	11	0.50		
9	235	02/16/23	02/28/23	03/01/23	03/09/23	9	(1.33)	1	03/01/23
8	239	03/01/23	03/15/23	03/20/23	03/31/23	11	(1.17)		
7	245	03/16/23	03/31/23	04/03/23	04/14/23	12	0.00	1	04/03/23
6	249	04/01/23	04/15/23	04/17/23	04/28/23	10	(0.83)		
5	255	04/16/23	04/30/23	05/01/23	05/15/23	10	(1.67)		
4	259	05/01/23	05/15/23	05/16/23	05/31/23	11	(1.50)		
3	265	05/16/23	05/31/23	06/01/23	06/15/23	12	(0.33)		
2	267	06/01/23	06/30/23	* 06/19/23	06/29/23	22	10.83		
1	268				06/29/23		0.00		
						<u>260</u>		<u>12</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

260 contract days divided by 24 equal payments = 10.83 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

ANNUAL LEAVE and SICK LEAVE will be earned JULY through JUNE.
Employee must be in an active position the last work day of the month to earn leave for that month.
If an employee is on unpaid leave the day before and the day after the paid holiday,
the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/23/22 through 11/25/22, 12/23/22, 12/26/22, 12/30/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Day: 11/11/22

Four Day Work Week Mandatory Closing days: 7/1/22, 7/4/22, 7/15/22, 7/22/22, 7/29/22, 8/5/22, 3/17/23, 6/9/23, 6/16/23, 6/23/23, 6/30/23



2022-2023

12 Month 260 Day Positions - June multi pay

PD = pay date PH = paid holiday
 MC = mandatory closing - 4 day work week
 MA = mandatory annual leave required

Jul-22

S	M	T	W	T	F	S
					MC	2
3	MC	5	6	7	8	9
10	11	12	13	14	MC	16
17	18	19	20	21	MC	23
24	25	26	27	PD	MC	30
31						

21

Aug-22

S	M	T	W	T	F	S
	1	2	3	4	MC	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	PD			

23

Sep-22

S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

22

Oct-22

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

21

Nov-22

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	PD	16	17	18	19
20	21	22	PH	PH	PH	26
27	28	29	PD			

21

Dec-22

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	19	20	21	22	PH	24
25	PH	27	28	29	PH	31

22

Jan-23

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

22

Feb-23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	20	21	22	23	24	25
26	27	PD				

20

Mar-23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	10	11
12	13	14	15	16	MC	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

23

Apr-23

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

20

May-23

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

23

Jun-23

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	MC	10
11	12	13	14	PD	MC	17
18	19	20	21	22	MC	24
25	26	27	28	PD	MC	

22

*First check of fiscal year issued July 28

*Two (2) equal checks issued June 29

256-day positions - 24 payments

11.75 Month Pay Types:

310 Instructional

First Day of Duty: 07/01/22

Last Day of Duty: 06/30/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work		Hold Back	Number of Sick Days Credited	Sick Leave Update	
						Days Per Pay Period					
24	079	07/01/22	07/15/22	07/18/22	07/28/22	10		(0.67)			
23	085	07/16/22	07/31/22	08/01/22	08/15/22	10		(1.33)	4	07/01/22	
22	089	08/01/22	08/15/22	08/16/22	08/31/22	11		(1.00)			
21	095	08/16/22	08/31/22	09/01/22	09/15/22	12		0.33	1	09/01/22	
20	099	09/01/22	09/15/22	09/16/22	09/30/22	11		0.67			
19	105	09/16/22	09/30/22	10/03/22	10/14/22	11		1.00	1	10/03/22	
18	109	10/01/22	10/15/22	10/17/22	10/31/22	10		0.33			
17	115	10/16/22	10/31/22	11/01/22	11/15/22	11		0.67	1	11/01/22	
16	119	11/01/22	11/15/22	* 11/10/22	11/30/22	11		1.00			
15	125	11/16/22	11/30/22	12/01/22	12/09/22	11		1.33	1	12/01/22	
14	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11		1.67			
13	215	12/16/22	12/31/22	01/02/23	01/13/23	7		(2.00)	1	01/02/23	
12	219	01/01/23	01/15/23	01/17/23	01/31/23	10		(2.67)			
11	225	01/16/23	01/31/23	02/01/23	02/15/23	12		(1.33)	1	02/01/23	
10	229	02/01/23	02/15/23	02/16/23	02/28/23	11		(1.00)			
9	235	02/16/23	02/28/23	03/01/23	03/09/23	9		(2.67)	1	03/01/23	
8	239	03/01/23	03/15/23	03/20/23	03/31/23	11		(2.33)			
7	245	03/16/23	03/31/23	04/03/23	04/14/23	12		(1.00)	1	04/03/23	
6	249	04/01/23	04/15/23	04/17/23	04/28/23	10		(1.67)			
5	255	04/16/23	04/30/23	05/01/23	05/15/23	10		(2.33)			
4	259	05/01/23	05/15/23	05/16/23	05/31/23	11		(2.00)			
3	265	05/16/23	05/31/23	06/01/23	06/15/23	12		(0.67)			
2	267	06/01/23	06/30/23	* 06/19/23	06/29/23	22		10.67			
1	268				06/29/23			0.00			
						<u>256</u>			<u>12</u>		

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

256 contract days divided by 24 equal payments = 10.67 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned JULY through JUNE.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 7/4/22, 12/27/22 through 12/30/22



2022-2023

11.75 Month 256 Day Positions

PD = pay date PH = paid holiday
 PDD = professional development day
 DD = duty day
 NW = non work day

Jul-22

S	M	T	W	T	F	S
					1	2
3	NW	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	PD	29	30
31						

20

Aug-22

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	PD			

23

Sep-22

S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	PDD	20	21	22	23	24
25	26	27	28	29	PD	

22

Oct-22

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

21

Nov-22

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	PD	16	17	18	19
20	21	22	23	PH	PH	26
27	28	29	PD			

22

Dec-22

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	19	20	21	22	PH	24
25	26	NW	NW	NW	NW	31

18

Jan-23

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

22

Feb-23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	20	21	22	23	24	25
26	27	PD				

20

Mar-23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

23

Apr-23

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

20

May-23

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

23

Jun-23

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

22

*First check of fiscal year issued July 28

*Two (2) equal checks issued June 29

255-day positions - 24 payments June Multi-pay

12 Month Pay Types:

105 School Based Administration

205 District Admin/Non-Bargaining Exempt

206 District Admin/Non-Bargaining Non-exempt

First Day of Duty: 07/01/22

Last Day of Duty: 06/30/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
24	079	07/01/22	07/15/22	07/18/22	07/28/22	11	0.38		
23	085	07/16/22	07/31/22	08/01/22	08/15/22	10	(0.25)	4	08/01/22
22	089	08/01/22	08/15/22	08/16/22	08/31/22	11	0.13		
21	095	08/16/22	08/31/22	09/01/22	09/15/22	12	1.50	1	09/01/22
20	099	09/01/22	09/15/22	09/16/22	09/30/22	11	1.88		
19	105	09/16/22	09/30/22	10/03/22	10/14/22	11	2.25	1	10/03/22
18	109	10/01/22	10/15/22	10/17/22	10/31/22	10	1.63		
17	115	10/16/22	10/31/22	11/01/22	11/15/22	11	2.00	1	11/01/22
16	119	11/01/22	11/15/22	* 11/10/22	11/30/22	10	1.38		
15	125	11/16/22	11/30/22	12/01/22	12/09/22	11	1.75	1	12/01/22
14	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	2.13		
13	215	12/16/22	12/31/22	01/02/23	01/13/23	6	(2.50)	1	01/02/23
12	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(3.13)		
11	225	01/16/23	01/31/23	02/01/23	02/15/23	12	(1.75)	1	02/01/23
10	229	02/01/23	02/15/23	02/16/23	02/28/23	11	(1.38)		
9	235	02/16/23	02/28/23	03/01/23	03/09/23	9	(3.00)	1	03/01/23
8	239	03/01/23	03/15/23	03/20/23	03/31/23	11	(2.63)		
7	245	03/16/23	03/31/23	04/03/23	04/14/23	12	(1.25)	1	04/03/23
6	249	04/01/23	04/15/23	04/17/23	04/28/23	10	(1.88)		
5	255	04/16/23	04/30/23	05/01/23	05/15/23	10	(2.50)		
4	259	05/01/23	05/15/23	05/16/23	05/31/23	11	(2.13)		
3	265	05/16/23	05/31/23	06/01/23	06/15/23	12	(0.75)		
2	267	06/01/23	06/30/23	* 06/19/23	06/29/23	22	10.63		
1	268				06/29/23		0.00		
						<u>255</u>			<u>12</u>

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

255 contract days divided by 24 equal payments = 10.63 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

ANNUAL LEAVE and SICK LEAVE will be earned JULY through JUNE.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday,

the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/23/22 through 11/25/22, 12/23/22, 12/26/22, 12/30/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 11/11/22, 12/21/22, 12/22/22, 12/27/22 through 12/29/22

Four Day Work Week Mandatory Closing days: 7/1/22, 7/4/22, 7/15/22, 7/22/22, 7/29/22, 8/5/22, 3/17/23, 6/9/23, 6/16/23, 6/23/23, 6/30/23



2022-2023
12 Month 255 Day Positions - June multi pay
 PD = pay date PH = paid holiday
 MC = mandatory closing - 4 day work week
 MA = mandatory annual leave required

Jul-22						
S	M	T	W	T	F	S
					MC	2
3	MC	5	6	7	8	9
10	11	12	13	14	MC	16
17	18	19	20	21	MC	23
24	25	26	27	PD	MC	30
31						

21

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	MC	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	PD			

23

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

22

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

21

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	PD	16	17	18	19
20	21	22	PH	PH	PH	26
27	28	29	PD			

21

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	19	20	NW	NW	PH	24
25	PH	NW	NW	NW	PH	31

17

Jan-23						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

22

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	20	21	22	23	24	25
26	27	PD				

20

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	10	11
12	13	14	15	16	MC	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

23

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

20

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

23

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	MC	10
11	12	13	14	PD	MC	17
18	19	20	21	22	MC	24
25	26	27	28	PD	MC	

22

*First check of fiscal year issued July 28

*Two (2) equal checks issued June 29

250-day positions - 24 payments June Multi-pay

12 Month Pay Types:

107 School Based Administration

403 VUE Support

207 District Admin/Non-Bargaining Exempt

503 AFSCME

208 District Admin/Non-Bargaining Non-exempt

First Day of Duty: 07/01/22

Last Day of Duty: 06/30/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
24	079	07/01/22	07/15/22	07/18/22	07/28/22	11	0.58		
23	085	07/16/22	07/31/22	08/01/22	08/15/22	10	0.17	4	08/01/22
22	089	08/01/22	08/15/22	08/16/22	08/31/22	11	0.75		
21	095	08/16/22	08/31/22	09/01/22	09/15/22	12	2.33	1	09/01/22
20	099	09/01/22	09/15/22	09/16/22	09/30/22	11	2.92		
19	105	09/16/22	09/30/22	10/03/22	10/14/22	11	3.50	1	10/03/22
18	109	10/01/22	10/15/22	10/17/22	10/31/22	10	3.08		
17	115	10/16/22	10/31/22	11/01/22	11/15/22	11	3.67	1	11/01/22
16	119	11/01/22	11/15/22	* 11/10/22	11/30/22	10	3.25		
15	125	11/16/22	11/30/22	12/01/22	12/09/22	11	3.83	1	12/01/22
14	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	4.42		
13	215	12/16/22	12/31/22	01/02/23	01/13/23	6	0.00	1	01/02/23
12	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(0.42)		
11	225	01/16/23	01/31/23	02/01/23	02/15/23	12	1.17	1	02/01/23
10	229	02/01/23	02/15/23	02/16/23	02/28/23	11	1.75		
9	235	02/16/23	02/28/23	03/01/23	03/09/23	9	0.33	1	03/01/23
8	239	03/01/23	03/15/23	03/20/23	03/31/23	8	(2.08)		
7	245	03/16/23	03/31/23	04/03/23	04/14/23	10	(2.50)	1	04/03/23
6	249	04/01/23	04/15/23	04/17/23	04/28/23	10	(2.92)		
5	255	04/16/23	04/30/23	05/01/23	05/15/23	10	(3.33)		
4	259	05/01/23	05/15/23	05/16/23	05/31/23	11	(2.75)		
3	265	05/16/23	05/31/23	06/01/23	06/15/23	12	(1.17)		
2	267	06/01/23	06/30/23	* 06/19/23	06/29/23	22	10.42		
1	268				06/29/23		0.00		
						<u>250</u>		<u>12</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

250 contract days divided by 24 equal payments = 10.42 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

ANNUAL LEAVE and SICK LEAVE will be earned JULY through JUNE.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday,

the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/23/22 through 11/25/22, 12/23/22, 12/26/22, 12/30/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 11/11/22, 12/21/22, 12/22/22, 12/27/22 through 12/29/22,

3/13/23 through 3/17/23

Four Day Work Week Mandatory Closing days: 7/1/22, 7/4/22, 7/15/22, 7/22/22, 7/29/22, 8/5/22, 3/17/23,

6/9/23, 6/16/23, 6/23/23, 6/30/23



2022-2023

12 Month 250 Day Positions - June multi pay

PD = pay date PH = paid holiday
 MC = mandatory closing - 4 day work week
 MA = mandatory annual leave required

Jul-22						
S	M	T	W	T	F	S
					MC	2
3	MC	5	6	7	8	9
10	11	12	13	14	MC	16
17	18	19	20	21	MC	23
24	25	26	27	PD	MC	30
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	MC	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

21

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

23

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	PD	16	17	18	19
20	21	22	PH	PH	PH	26
27	28	29	PD			

22

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	19	20	NW	NW	PH	24
25	PH	NW	NW	NW	PH	31

21

Jan-23						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

21

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	20	21	22	23	24	25
26	27	PD				

17

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	10	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

22

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

20

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

18

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	MC	10
11	12	13	14	PD	MC	17
18	19	20	21	22	MC	24
25	26	27	28	PD	MC	

20
 *First check of fiscal year issued July 28

23
 *Two (2) equal checks issued June 29

22
 *Two (2) equal checks issued June 29

Hours x Hourly

Night Guardians - 203

Day Care Workers - 211; Instructional Extended Day - 306;
Student Workers - 710; Inst Hosp/HomeBnd/Child Find - 712
Limited Term Instructional - 713; Limited Term Support - 714;
Substitute Instructional - 716; Substitute Support - 719

First Day of Duty: 07/01/22

Last day of duty: 06/30/23

Checks to be paid	Run Number	Report time From Date	Report time through date	Payroll		Possible Work Days Per Pay Period	
				Close Dates	Pay Dates		
24	075	06/16/22	06/30/22	07/05/22	07/14/22	9	Time Worked in FY 2022- paid in FY 2023
23	079	07/01/22	07/15/22	07/18/22	07/28/22	8	
22	085	07/16/22	07/31/22	08/01/22	08/15/22	8	An employee whose primary position is defined under one of the above categories may have limitations to the types of benefits available. Extended Day Care positions are covered under the Florida Retirement System and may be eligible for insurance coverage depending on total scheduled work hours. Employees working in other regularly established positions will receive social security and retirement credit for wages paid in these positions. Employees who are not eligible for membership in the Florida Retirement System will participate in the FICA Replacement Plan (PENCO) for an individual retirement benefit. Wages paid to Student Workers under the Business program are subject to Federal Withholding Tax only.
21	089	08/01/22	08/15/22	08/16/22	08/31/22	10	
20	095	08/16/22	08/31/22	09/01/22	09/15/22	12	
19	099	09/01/22	09/15/22	09/16/22	09/30/22	10	
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	
16	115	10/16/22	10/31/22	11/01/22	11/15/22	11	
15	119	11/01/22	11/09/22	11/10/22	11/30/22	7	
14	125	11/10/22	11/30/22	12/01/22	12/09/22	11	
13	126	12/01/22	12/06/22	12/07/22	12/16/22	4	
12	215	12/07/22	12/31/22	01/02/23	01/13/23	10	
11	219	01/01/23	01/15/23	01/17/23	01/31/23	10	
10	225	01/16/23	01/31/23	02/01/23	02/15/23	11	
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	
8	235	02/16/23	02/28/23	03/01/23	03/09/23	9	
7	239	03/01/23	03/15/23	03/20/23	03/31/23	11	
6	245	03/16/23	03/31/23	04/03/23	04/14/23	11	
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	
2	265	05/16/23	05/31/23	06/01/23	06/15/23	11	
1	267	06/01/23	06/15/23	06/19/23	06/29/23	** 10	Time Worked in FY 2023 - paid run 075 FY 2024
						236	

Pay date schedule for summer day care hours. Group Leaders working at the same site during the summer as during the regular school year will be paid using the regular Payroll Processes Time Card Screen. Group Leaders working at a different site during the summer will be paid using their substitute record on the Payroll Processes Substitute Pay Screen.

****Reported time for 6/16/23 through 6/30/23 will be paid on 7/13/23**

Checks are calculated at hours times hourly rate only.

Scheduled Non Work/ Non Paid Day: 7/1/22, 7/4/22, 7/15/22, 7/22/22, 7/29/22, 8/5/22, 9/5/22, 11/11/22, 11/23/22 through 11/25/22, 12/21/22 through 12/30/22, 1/16/23, 3/17/23, 5/29/23, 6/9/23, 6/16/23, 6/23/23, 6/30/23

**TO ENSURE PAYMENT, ALL WORK HOURS MUST BE ENTERED IN THE WEB TIMECARD SCREEN.
Enter PT 211 under REG and PT 306 under EXT.**

**SUBSTITUTE TEACHERS' TIME MUST BE VERIFIED IN SEMS/SFE.
SUBSTITUTE SUPPORTS' TIME MUST BE ENTERED IN THE SUB PAY WEB APPLICATION.**



2022-2023

Hours x Hourly Positions

PD = pay date

NW = non work day

MC = mandatory closing - 4 day work week

Jul-22						
S	M	T	W	T	F	S
					NW	2
3	NW	5	6	7	8	9
10	11	12	13	14	NW	16
17	18	19	20	21	NW	23
24	25	26	27	PD	NW	30
31						

16

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	NW	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	PD			

22

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

21

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

21

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	NW	12
13	14	PD	16	17	18	19
20	21	22	NW	NW	NW	26
27	28	29	PD			

18

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	19	20	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

14

Jan-23						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

21

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	20	21	22	23	24	25
26	27	PD				

20

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	10	11
12	13	14	15	16	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

22

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

20

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

22

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	NW	10
11	12	13	14	PD	NW	17
18	19	20	21	22	NW	24
25	26	27	28	PD	NW	

18

216-day positions - 24 payments

11 Month Pay Types:

230 Admin/Non-Bargaining

330 Instructional

First Day of Duty: 07/25/22

Last Day of Duty: 06/21/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
24	085	07/25/22	07/31/22	08/01/22	08/15/22	5	(4.00)		
23	089	08/01/22	08/15/22	08/16/22	08/31/22	11	(2.00)	4	08/25/22
22	095	08/16/22	08/31/22	09/01/22	09/15/22	12	1.00	***4	07/25/22
21	099	09/01/22	09/15/22	09/16/22	09/30/22	11	3.00		
20	105	09/16/22	09/30/22	10/03/22	10/14/22	11	5.00	1	10/03/22
19	109	10/01/22	10/15/22	10/17/22	10/31/22	10	6.00		
18	115	10/16/22	10/31/22	11/01/22	11/15/22	11	8.00	1	11/01/22
17	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	8.00		
16	125	11/16/22	11/30/22	12/01/22	12/09/22	8	7.00	1	12/01/22
15	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	9.00		
14	215	12/16/22	12/31/22	01/02/23	01/13/23	2	2.00	1	01/02/23
13	219	01/01/23	01/15/23	01/17/23	01/31/23	10	3.00		
12	225	01/16/23	01/31/23	02/01/23	02/15/23	12	6.00	1	02/01/23
11	229	02/01/23	02/15/23	02/16/23	02/28/23	11	8.00		
10	235	02/16/23	02/28/23	03/01/23	03/09/23	8	7.00	1	03/01/23
9	239	03/01/23	03/15/23	03/20/23	03/31/23	8	6.00		
8	245	03/16/23	03/31/23	04/03/23	04/14/23	10	7.00	1	04/03/23
7	249	04/01/23	04/15/23	04/17/23	04/28/23	10	8.00		
6	255	04/16/23	04/30/23	05/01/23	05/15/23	10	9.00		
5	259	05/01/23	05/15/23	05/16/23	05/31/23	11	11.00		
4	265	05/16/23	05/31/23	06/01/23	06/15/23	12	14.00		
3	267	06/01/23	06/21/23	* 06/19/23	06/29/23	13	18.00		
2	268				06/29/23		9.00		
1	269				06/29/23		0.00		
						<u>216</u>		<u>11</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

216 contract days divided by 24 equal payments = 9.00 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through JUNE.

Employee must be in an active position the last work day of the month to earn leave for that month.

4 days credited to Instructional positions beginning with first duty day.

***4 days credited to Administrative and Support positions after completion of first month.

If an employee is on unpaid leave the day before and the day after the paid holiday,

the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 11/8/22, 11/11/22, 11/21/22 through 11/23/22, 12/19/22 through 12/22/22, 12/26/22 through 12/30/22, 2/20/23, 3/13/23 through 3/17/23, 6/9/23, 6/16/23

Four Day Work Week Mandatory Closing days: 7/29/22, 8/5/22, work prorated schedule these two weeks, work regular schedule the month of June

Duty Days: 8/23/22, 10/17/22, 1/2/23, 3/10/23



2022-2023
11 Month 216 Day Instructional Positions - 24 pay

PD = pay date PH = paid holiday
DD = duty day NW = non work day
MC = mandatory closing - 4 day work week
PDD = professional development day

Jul-22

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	FD	26	27	28	MC	30
31						

5

Aug-22

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
	1	2	3	4	MC	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

23

Sep-22

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

22

Oct-22

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

21

Nov-22

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	PD			

17

Dec-22

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	PH	24
25	NW	NW	NW	NW	NW	31

13

Jan-23

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

22

Feb-23

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

19

Mar-23

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

18

Apr-23

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

20

May-23

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

23

Jun-23

<u>S</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>	<u>S</u>
				1	2	3
4	5	6	7	8	NW	10
11	12	13	14	15	NW	17
18	19	20	LD	22	23	24
25	26	27	28	PD	30	

13

*First check of fiscal year issued August 15

*Three (3) equal checks issued June 29

216-day positions - 22 payments

11 Month Pay Types:

430 VUE Support

First Day of Duty: 07/25/22

Last Day of Duty: 06/21/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
22	085	07/25/22	07/31/22	08/01/22	08/15/22	5	(4.82)		
21	089	08/01/22	08/15/22	08/16/22	08/31/22	11	(3.64)	4	08/25/22
20	095	08/16/22	08/31/22	09/01/22	09/15/22	12	(1.45)		
19	099	09/01/22	09/15/22	09/16/22	09/30/22	11	(0.27)	1	10/03/22
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	0.91		
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	1.09	1	11/01/22
16	115	10/16/22	10/31/22	11/01/22	11/15/22	11	2.27		
15	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	1.45	1	12/01/22
14	125	11/16/22	11/30/22	12/01/22	12/09/22	8	(0.36)		
13	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	0.82	1	01/02/23
12	215	12/16/22	12/31/22	01/02/23	01/13/23	2	(7.00)		
11	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(6.82)	1	02/01/23
10	225	01/16/23	01/31/23	02/01/23	02/15/23	12	(4.64)		
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	(3.45)	1	03/01/23
8	235	02/16/23	02/28/23	03/01/23	03/09/23	8	(5.27)		
7	239	03/01/23	03/15/23	03/20/23	03/31/23	8	(7.09)	1	04/03/23
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10	(6.91)		
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	(6.73)		
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	(6.55)		
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	(5.36)		
2	265	05/16/23	05/31/23	06/01/23	06/15/23	12	(3.18)		
1	267	06/01/23	06/21/23	* 06/19/23	06/29/23	13	0.00		
						<u>216</u>		<u>11</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

216 contract days divided by 22 equal payments = 9.82 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through JUNE.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday,

the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 11/8/22, 11/11/22, 11/21/22 through 11/23/22, 12/19/22 through 12/22/22,

12/26/22 through 12/30/22, 2/20/23, 3/13/23 through 3/17/23, 6/9/23, 6/16/23

Four Day Work Week Mandatory Closing days: 7/29/22, 8/5/22, work prorated shcedule these two weeks, work regular schedule the month of June

Duty Days: 8/23/22, 10/17/22, 1/2/23, 3/10/23



2022-2023

11 Month 216 Day Positions - 22 pay

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

MC = mandatory closing - 4 day work week

PDD = professional development day

Jul-22						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	FD	26	27	28	MC	30
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	MC	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

5

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

23

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	PD			

22

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	PH	24
25	NW	NW	NW	NW	NW	31

21

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

17

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

13

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

22

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

19

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

18

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	NW	10
11	12	13	14	15	NW	17
18	19	20	LD	22	23	24
25	26	27	28	PD	30	

20

23

13

Work prorated schedule week of July 25 and August 1

Work regular schedule in June

212-day positions - 24 payments

11 Month Pay Types:

134 Administration

234 Admin/Non-Bargaining

First Day of Duty: 07/25/22

Last Day of Duty: 06/14/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
24	085	07/25/22	07/31/22	08/01/22	08/15/22	5	(3.83)		
23	089	08/01/22	08/15/22	08/16/22	08/31/22	11	(1.67)	4	08/25/22
22	095	08/16/22	08/31/22	09/01/22	09/15/22	12	1.50		
21	099	09/01/22	09/15/22	09/16/22	09/30/22	11	3.67	1	10/03/22
20	105	09/16/22	09/30/22	10/03/22	10/14/22	11	5.83		
19	109	10/01/22	10/15/22	10/17/22	10/31/22	10	7.00	1	11/01/22
18	115	10/16/22	10/31/22	11/01/22	11/15/22	11	9.17		
17	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	9.33	1	12/01/22
16	125	11/16/22	11/30/22	12/01/22	12/09/22	8	8.50		
15	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	10.67	1	01/02/23
14	215	12/16/22	12/31/22	01/02/23	01/13/23	2	3.83		
13	219	01/01/23	01/15/23	01/17/23	01/31/23	10	5.00	1	02/01/23
12	225	01/16/23	01/31/23	02/01/23	02/15/23	12	8.17		
11	229	02/01/23	02/15/23	02/16/23	02/28/23	11	10.33	1	03/01/23
10	235	02/16/23	02/28/23	03/01/23	03/09/23	8	9.50		
9	239	03/01/23	03/15/23	03/20/23	03/31/23	8	8.67	1	04/03/23
8	245	03/16/23	03/31/23	04/03/23	04/14/23	10	9.83		
7	249	04/01/23	04/15/23	04/17/23	04/28/23	10	11.00		
6	255	04/16/23	04/30/23	05/01/23	05/15/23	10	12.17		
5	259	05/01/23	05/15/23	05/16/23	05/31/23	11	14.33		
4	265	05/16/23	05/31/23	06/01/23	06/15/23	12	17.50		
3	267	06/01/23	06/14/23	* 06/19/23	06/29/23	9	17.67		
2	268				06/29/23		8.83		
1	269				06/29/23		0.00		
						<u>212</u>		<u>11</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

212 contract days divided by 24 equal payments = 8.83 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through JUNE.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 11/8/22, 11/11/22, 11/21/22 through 11/23/22, 12/19/22 through 12/22/22, 12/26/22 through 12/30/22, 2/20/23, 3/13/23 through 3/17/23, 6/9/23, 6/16/23

Four Day Work Week Mandatory Closing days: 7/29/22, 8/5/22, work prorated schedule these two weeks, work regular schedule the month of June

Duty Days: 8/23/22, 10/17/22, 1/2/23, 3/10/23



2022-2023
11 Month 212 Day Positions - 24 pay

PD = pay date PH = paid holiday
 DD = duty day NW = non work day
 MC = mandatory closing - 4 day work week
 PDD = professional development day

Jul-22						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	FD	26	27	28	MC	30
31						

5

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	MC	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

23

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

22

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

21

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	PD			

17

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	PH	24
25	NW	NW	NW	NW	NW	31

13

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

22

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

19

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

18

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

20

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

23

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	NW	10
11	12	13	LD	PD	NW	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

9

*First check of fiscal year issued August 15

*Three (3) equal checks issued June 29

199 - Day Instructional Positions - 24 payments

10 Month Pay Types:

342 Instructional

First Day of Duty: 08/03/22

Last Day of Duty: 06/06/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update	
24	089	08/03/22	08/15/22	08/16/22	08/31/22	8	(0.29)	4	08/03/22	
23	095	08/16/22	08/31/22	09/01/22	09/15/22	12	3.42			
22	099	09/01/22	09/15/22	09/16/22	09/30/22	11	6.13			
21	105	09/16/22	09/30/22	10/03/22	10/14/22	11	8.83	1	10/03/22	
20	109	10/01/22	10/15/22	10/17/22	10/31/22	10	10.54			
19	115	10/16/22	10/31/22	11/01/22	11/15/22	11	13.25	1	11/01/22	
18	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	13.96			
17	125	11/16/22	11/30/22	12/01/22	12/09/22	8	13.67	1	12/01/22	
16	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	16.38			
15	215	12/16/22	12/31/22	01/02/23	01/13/23	2	10.08	1	01/02/23	
14	219	01/01/23	01/15/23	01/17/23	01/31/23	10	11.79			
13	225	01/16/23	01/31/23	02/01/23	02/15/23	12	15.50	1	02/01/23	
12	229	02/01/23	02/15/23	02/16/23	02/28/23	11	18.21			
11	235	02/16/23	02/28/23	03/01/23	03/09/23	8	17.92	1	03/01/23	
10	239	03/01/23	03/15/23	03/20/23	03/31/23	8	17.63			
9	245	03/16/23	03/31/23	04/03/23	04/14/23	10	19.33			
8	249	04/01/23	04/15/23	04/17/23	04/28/23	10	21.04			
7	255	04/16/23	04/30/23	05/01/23	05/15/23	10	22.75			
6	259	05/01/23	05/15/23	05/16/23	05/31/23	11	25.46			
5	261			***	06/06/23	0	17.17			
4	262			***	06/06/23	0	8.88			
3	263			***	06/06/23	0	0.58			
2	264			***	06/06/23	0	(7.71)			
1	265	05/16/23	06/06/23	* 06/01/23	06/15/23	16	0.00			
						<u>199</u>				
								<u>10</u>		

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

*** Multi checks - No leave associated with this run.

199 contract days divided by 24 equal payments = 8.29 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

4 days credited to Instructional positions beginning with first duty day.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 11/8/22, 11/11/22, 11/21/22 through 11/23/22, 12/19/22 through 12/22/22, 12/26/22 through 12/30/22, 2/20/23, 3/13/23 through 3/17/23,

Pre/Post Planning: 8/9/22 through 8/12/22, 6/5/23 through 6/6/23

Duty Days: 8/23/22, 10/17/22, 1/2/23, 3/10/23

Inclment Weather Days if Needed: 11/21/22 and 11/22/22



2022-2023
10 Month 199 Day Instructional Positions - 24 pay

PD = pay date PH = paid holiday
 DD = duty day NW = non work day
 PDD = professional development day

Jul-22

S	M	T	W	T	F	S
					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
31						

Aug-22

S	M	T	W	T	F	S
	1	2	FD	4	NW	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

Sep-22

S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	PD			

Dec-22

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	PH	24
25	NW	NW	NW	NW	NW	31

Jan-23

S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

Jun-23

S	M	T	W	T	F	S
				1	2	3
4	5	LD/PD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

*First check of fiscal year issued August 31

*Four (4) equal checks issued June 6

Late Start- 10 Month-Instructional Positions
Pay Type: 343 - Beginning on or after January 2, 2023

First Day of Duty: 01/02/23 Last Day of Duty: 06/06/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
10	219	01/02/23	01/15/23	01/17/23	01/31/23	10	0.05	4	01/02/23
9	225	01/16/23	01/31/23	02/01/23	02/15/23	12	2.10		
8	229	02/01/23	02/15/23	02/16/23	02/28/23	11	3.15	1	03/01/23
7	235	02/16/23	02/28/23	03/01/23	03/09/23	8	1.20		
6	239	03/01/23	03/15/23	03/20/23	03/31/23	8	(0.75)		
5	245	03/16/23	03/31/23	04/03/23	04/14/23	10	(0.70)		
4	249	04/01/23	04/15/23	04/17/23	04/28/23	10	(0.65)		
3	255	04/16/23	04/30/23	05/01/23	05/15/23	10	(0.60)		
2	259	05/01/23	05/15/23	05/16/23	05/31/23	11	0.45		
1	265	05/16/23	06/06/23	*	06/01/23	16	0.00		
						<u>106</u>		<u>5</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

Value of each regular check = 9.95 days

***6/15/23 check value = 16.45 days

SICK LEAVE will be earned JANUARY through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

4 days credited to Instructional positions beginning with first duty day.

If an employee is on unpaid leave the day before and the day after the paid holiday,
the employee will not be paid for the holiday.

Paid Holidays: 1/16/23 and 5/29/23

Scheduled Non-Work days / Non-Paid: 2/20/23, 3/13/23 through 3/17/23

Post Planning: 6/5/23 and 6/6/23

Duty Days: 1/2/23, 3/10/23



2022-2023

10 Month 199 Day Instructional Positions - Late Start

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

PDD = professional development day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	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	31			

Sep-22						
S	M	T	W	T	F	S
				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	

Oct-22						
S	M	T	W	T	F	S
						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	31					

Nov-22						
S	M	T	W	T	F	S
		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			

Dec-22						
S	M	T	W	T	F	S
				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	31

Jan-23						
S	M	T	W	T	F	S
1	FD	3	4	5	6	7
8	9	10	11	12	13	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	LD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

22

19

18

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23

4

REVISED 6/27/22
198 day - 10 Month - 24 Payments
Pay Type 550 SWC Managers/Interns

First Day of Duty: 08/08/22

Last Day of Duty: 06/05/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
24	089	08/08/22	08/15/22	08/16/22	08/31/22	6	(2.25)		
23	095	08/16/22	08/31/22	09/01/22	09/15/22	12	1.50	4	09/08/22
22	099	09/01/22	09/15/22	09/16/22	09/30/22	11	4.25		
21	105	09/16/22	09/30/22	10/03/22	10/14/22	11	7.00	1	10/03/22
20	109	10/01/22	10/15/22	10/17/22	10/31/22	10	8.75		
19	115	10/16/22	10/31/22	11/01/22	11/15/22	11	11.50	1	11/01/22
18	119	11/01/22	11/15/22	*	11/10/22	10	13.25		
17	125	11/16/22	11/30/22		12/01/22	8	13.00	1	12/01/22
16	126	12/01/22	12/15/22	*	12/07/22	11	15.75		
15	215	12/16/22	12/31/22		01/02/23	2	9.50	1	01/02/23
14	219	01/01/23	01/15/23		01/17/23	10	11.25		
13	225	01/16/23	01/31/23		02/01/23	12	15.00	1	02/01/23
12	229	02/01/23	02/15/23		02/16/23	11	17.75		
11	235	02/16/23	02/28/23		03/01/23	9	18.50	1	03/01/23
10	239	03/01/23	03/15/23		03/20/23	8	18.25		
9	245	03/16/23	03/31/23		04/03/23	10	20.00		
8	249	04/01/23	04/15/23		04/17/23	10	21.75		
7	255	04/16/23	04/30/23		05/01/23	10	23.50		
6	259	05/01/23	05/15/23		05/16/23	11	26.25		
5				***	06/06/23	0	18.00		
4				***	06/06/23	0	9.75		
3				***	06/06/23	0	1.50		
2	265	05/16/23	05/31/23		06/01/23	12	5.25		
1	267	06/01/23	06/05/23		06/19/23	3	0.00		
						198		10	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

198 contract days divided by 24 equal payments = 8.25 days (value of each regular check)

* Project leave time through the "To Date"
 *** Multi checks - No leave associated with this run.

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through MAY.
 Employee must be in an active position the last work day of the month to earn leave for that month.
 If an employee is on unpaid leave the day before and the day after the paid holiday,
 the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23
Scheduled Non Work/ Non Paid Days: 11/11/22, 11/21/22 through 11/23/22, 12/19/22 through 12/22/22, 12/26/22 through 12/30/22, 2/20/23, 3/13/22 through 3/17/23
Duty Days: 8/23/22, 10/17/22, 11/8/233, 1/2/23, 3/10/23



2022-2023

10 Month 198 Day SWC Managers/Interns - 24 pay

FD = first day

PH = paid holiday

PD = pay date

NW = non work day

DD = duty day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	FD	9	10	11	12	13
14	15	16	17	18	19	20
21	22	DD	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	DD	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	PH	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	DD	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	LD	PD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

23

3

196 - Day Instructional Positions - 24 payments

10 Month Pay Types:

340 Instructional

344 Instructional Job Share

First Day of Duty: 08/09/22

Last Day of Duty: 06/06/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work	Hold Back	Number of Sick Days Credited	Sick Leave Update
						Days Per Pay Period			
24	089	08/09/22	08/15/22	08/16/22	08/31/22	5	(3.17)	4	08/09/22
23	095	08/16/22	08/31/22	09/01/22	09/15/22	12	0.67		
22	099	09/01/22	09/15/22	09/16/22	09/30/22	11	3.50		
21	105	09/16/22	09/30/22	10/03/22	10/14/22	11	6.33	1	10/03/22
20	109	10/01/22	10/15/22	10/17/22	10/31/22	10	8.17		
19	115	10/16/22	10/31/22	11/01/22	11/15/22	11	11.00	1	11/01/22
18	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	11.83		
17	125	11/16/22	11/30/22	12/01/22	12/09/22	8	11.67	1	12/01/22
16	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	14.50		
15	215	12/16/22	12/31/22	01/02/23	01/13/23	2	8.33	1	01/02/23
14	219	01/01/23	01/15/23	01/17/23	01/31/23	10	10.17		
13	225	01/16/23	01/31/23	02/01/23	02/15/23	12	14.00	1	02/01/23
12	229	02/01/23	02/15/23	02/16/23	02/28/23	11	16.83		
11	235	02/16/23	02/28/23	03/01/23	03/09/23	8	16.67	1	03/01/23
10	239	03/01/23	03/15/23	03/20/23	03/31/23	8	16.50		
9	245	03/16/23	03/31/23	04/03/23	04/14/23	10	18.33		
8	249	04/01/23	04/15/23	04/17/23	04/28/23	10	20.17		
7	255	04/16/23	04/30/23	05/01/23	05/15/23	10	22.00		
6	259	05/01/23	05/15/23	05/16/23	05/31/23	11	24.83		
5	261			***	06/06/23	0	16.67		
4	262			***	06/06/23	0	8.50		
3	263			***	06/06/23	0	0.33		
2	264			***	06/06/23	0	(7.83)		
1	265	05/16/22	06/06/23	* 06/01/23	06/15/23	16	0.00		
						<u>196</u>		<u>10</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"
 *** Multi checks - No leave associated with this run.

196 contract days divided by 24 equal payments = 8.17 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through MAY.
 Employee must be in an active position the last work day of the month to earn leave for that month.
 4 days credited to Instructional positions beginning with first duty day.
 If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.
Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23
Scheduled Non Work/Non Paid Days: 11/8/22, 11/11/22, 11/21/22 through 11/23/22, 12/19/22 through 12/22/22, 12/26/22 through 12/30/22, 2/20/23, 3/13/23 through 3/17/23
Pre/Post Planning: 8/9/22 through 8/12/22, 6/5/23 through 6/6/23
Duty Days: 8/23/22, 10/17/22, 1/2/23, 3/10/23
Inclement Weather Days if Needed: 11/21/22 and 11/22/22



2022-2023

10 Month 196 Day Instructional Positions - 24 pay

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

PDD = professional development day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	FD	10	11	12	13
14	15	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	PD	16	17
18	NW	NW	NW	NW	PH	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	LD/PD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

*First check of fiscal year issued August 31

*Four (4) equal checks issued June 6

Late Start- 10 Month-Instructional Positions
Pay Type: 341 - Beginning on or after January 2, 2023

First Day of Duty: 01/02/23 Last Day of Duty: 06/06/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
10	219	01/02/23	01/15/23	01/17/23	01/31/23	10	0.20	4	01/02/23
9	225	01/16/23	01/31/23	02/01/23	02/15/23	12	2.40		
8	229	02/01/23	02/15/23	02/16/23	02/28/23	11	3.60	1	03/01/23
7	235	02/16/23	02/28/23	03/01/23	03/09/23	8	1.80		
6	239	03/01/23	03/15/23	03/20/23	03/31/23	8	0.00		
5	245	03/16/23	03/31/23	04/03/23	04/14/23	10	0.20		
4	249	04/01/23	04/15/23	04/17/23	04/28/23	10	0.40		
3	255	04/16/23	04/30/23	05/01/23	05/15/23	10	0.60		
2	259	05/01/23	05/15/23	05/16/23	05/31/23	11	1.80		
1	265	05/16/23	06/06/23	*	06/01/23	16	0.00		
						<u>106</u>		<u>5</u>	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

Value of each regular check = 9.80 days

***6/15/23 check value = 17.80 days

SICK LEAVE will be earned JANUARY through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

4 days credited to Instructional positions beginning with first duty day.

If an employee is on unpaid leave the day before and the day after the paid holiday,
the employee will not be paid for the holiday.

Paid Holidays: 1/16/23 and 5/29/23

Scheduled Non-Work days / Non-Paid: 2/20/23, 3/13/23 through 3/17/23

Post Planning: 6/5/23 and 6/6/23

Duty Days: 1/2/23, 3/10/23



2022-2023

10 Month 196 Day Instructional Positions - Late Start

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

PDD = professional development day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	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	31			

Sep-22						
S	M	T	W	T	F	S
				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	

Oct-22						
S	M	T	W	T	F	S
						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	31					

Nov-22						
S	M	T	W	T	F	S
		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			

Dec-22						
S	M	T	W	T	F	S
				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	31

Jan-23						
S	M	T	W	T	F	S
1	FD	3	4	5	6	7
8	9	10	11	12	13	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	LD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

22

19

18

20

23

4

Extra Period Supplement - Pay Type 307

First Day of Duty: 08/15/22

Last day of duty: 6/2/23

Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Max. possible work days per pay period
089	8/15/22	8/15/22	8/16/22	8/31/22	1
095	08/16/22	08/31/22	09/01/22	09/15/22	11
099	09/01/22	09/15/22	09/16/22	09/30/22	10
105	09/16/22	09/30/22	10/03/22	10/14/22	11
109	10/01/22	10/15/22	10/17/22	10/31/22	10
115	10/16/22	10/31/22	11/01/22	11/15/22	10
119	11/01/22	11/09/22	11/10/22	11/30/22	6
125	11/10/22	11/30/22	12/01/22	12/09/22	9
126	12/01/22	12/06/22	12/07/22	12/16/22	4
215	12/07/22	12/31/22	01/02/23	01/13/23	8
219	01/01/23	01/15/23	01/17/23	01/31/23	9
225	01/16/23	01/31/23	02/01/23	02/15/23	11
229	02/01/23	02/15/23	02/16/23	02/28/23	11
235	02/16/23	02/28/23	03/01/23	03/09/23	8
239	03/01/23	03/09/23	03/20/23	03/31/23	7
245	03/10/23	03/31/23	04/03/23	04/14/23	10
249	04/01/23	04/15/23	04/17/23	04/28/23	10
255	04/16/23	04/30/23	05/01/23	05/15/23	10
259	05/01/23	05/15/23	05/16/23	05/31/23	11
265	05/16/23	05/31/23	06/01/23	06/15/23	11
267	06/01/23	06/02/23	06/19/23	06/29/23	2

180

***** Hours entered are for student contact days only *****

Checks are calculated at hours times hourly rate only.

**TO ENSURE PAYMENT, ALL WORK HOURS MUST BE ENTERED IN THE WEB TIMECARD SCREEN.
ENTER PT 307 under EXT**

Non-student Contact / Non-Paid: 8/23/22, 9/5/22, 10/17/22, 11/8/22, 11/11/22, 11/21/22 through 11/25/22, 12/16/22 through 1/2/23, 1/16/23, 2/20/23, 3/10/23 through 3/17/23, 5/29/23



2022-2023
Extra Period Supplement - Pay Type 307

FD = first day of duty PD = pay date
 LD = last day of duty NW = non work day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	FD	16	17	18	19	20
21	22	NW	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	NW	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	NW	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	NW	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	LD	3
4	5	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

22

2

196 - Day Support Positions - 21 payments

10 Month Pay Types:

240 Non-bargaining Non-exempt Support

440 VUE Support

241 Non-bargaining Exempt Support

First Day of Duty: 08/09/22

Last Day of Duty: 06/06/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
21	089	08/09/22	08/15/22	08/16/22	08/31/22	5	(4.33)		
20	095	08/16/22	08/31/22	09/01/22	09/15/22	12	(1.67)	4	09/09/22
19	099	09/01/22	09/15/22	09/16/22	09/30/22	11	0.00		
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	1.67	1	10/03/22
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	2.33		
16	115	10/16/22	10/31/22	11/01/22	11/15/22	11	4.00	1	11/01/22
15	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	3.67		
14	125	11/16/22	11/30/22	12/01/22	12/09/22	8	2.33	1	12/01/22
13	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	4.00		
12	215	12/16/22	12/31/22	01/02/23	01/13/23	2	(3.33)	1	01/02/23
11	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(2.67)		
10	225	01/16/23	01/31/23	02/01/23	02/15/23	12	0.00	1	02/01/23
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	1.67		
8	235	02/16/23	02/28/23	03/01/23	03/09/23	8	0.33	1	03/01/23
7	239	03/01/23	03/15/23	03/20/23	03/31/23	8	(1.00)		
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10	(0.33)		
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	0.33		
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	1.00		
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	2.67		
2	265	05/16/23	05/31/23	06/01/23	06/15/23	12	5.33		
1	267	06/01/23	06/06/23	06/19/23	06/29/23	4	0.00		
						<u>196</u>			<u>10</u>

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

*** Project leave time through the "To Date"**

196 contract days divided by 21 equal payments = 9.33 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Paid Holidays: 9/5/22, 11/24/22, 11/25/22, 12/23/22, 1/16/23, 5/29/23

Scheduled Non Work/Non Paid Days: 11/8/22, 11/11/22, 11/21/22 through 11/23/22, 12/19/22 through 12/22/22, 12/26/22 through 12/30/22, 2/20/23, 3/13/23 through 3/17/23

Duty Days: 8/23/22, 10/17/22, 1/2/23, 3/10/23



2022-2023

10 Month 196 Day Support Positions - 21 pay

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

PDD = professional development day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	FD	10	11	12	13
14	15	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	PH	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	PH	PH	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	PH	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	PH	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	PH	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	LD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

23

4

190 - Day Positions 21 - payments
10 Month Pay Types:
555 AFSCME

First Day of Duty: 08/09/22 **Last Day of Duty: 06/06/23**

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
21	089	08/09/22	08/15/22	08/16/22	08/31/22	5	(4.05)		
20	095	08/16/22	08/31/22	09/01/22	09/15/22	12	(1.10)	4	09/09/22
19	099	09/01/22	09/15/22	09/16/22	09/30/22	10	(0.14)		
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	1.81	1	10/03/22
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	2.76		
16	115	10/16/22	10/31/22	11/01/22	11/15/22	11	4.71	1	11/01/22
15	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	4.67		
14	125	11/16/22	11/30/22	12/01/22	12/09/22	6	1.62	1	12/01/22
13	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	3.57		
12	215	12/16/22	12/31/22	01/02/23	01/13/23	1	(4.48)	1	01/02/23
11	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(3.52)		
10	225	01/16/23	01/31/23	02/01/23	02/15/23	11	(1.57)	1	02/01/23
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	0.38		
8	235	02/16/23	02/28/23	03/01/23	03/09/23	8	(0.67)	1	03/01/23
7	239	03/01/23	03/15/23	03/20/23	03/31/23	8	(1.71)		
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10	(0.76)	<div style="border: 1px solid black; padding: 5px;"> Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year. </div>	
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	0.19		
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	1.14		
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	3.10		
2	265	05/16/23	05/31/23	06/01/23	06/15/23	11	5.05		
1	267	06/01/23	06/06/23	06/19/23	06/29/23	4	0.00		
<u>190</u>								<u>10</u>	

* Project leave time through the "To Date"

190 contract days divided by 21 equal payments = 9.05 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned AUGUST through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Scheduled Non Work/Non Paid Days: 9/5/22, 11/8/22, 11/11/22, 11/21/22 through 11/25/22, 12/19/22 through 12/30/22,

1/16/23, 2/20/23, 3/13/23 through 3/17/23, 5/29/23

Duty Days: 8/23/22, 10/17/22, 1/2/23, 3/10/23



2022-2023

10 Month 190 Day AFSCME Positions - 21 pay

PD = pay date

PDD = professional development day

DD = duty day

NW = non work day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	FD	10	11	12	13
14	15	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	LD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

22

4

186 day - 9 Month - 21 Payments
Pay Type 560 School Way Café Assistants

First Day of Duty: 08/11/22

Last Day of Duty: 06/02/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
21	089	08/11/22	08/15/22	08/16/22	08/31/22	3	(5.86)		
20	095	08/16/22	08/31/22	09/01/22	09/15/22	12	(2.71)	4	09/12/22
19	099	09/01/22	09/15/22	09/16/22	09/30/22	10	(1.57)		
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	0.57	1	11/01/22
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	1.71		
16	115	10/16/22	10/31/22	11/01/22	11/15/22	10	2.86	1	12/01/22
15	119	11/01/22	11/15/22	*	11/10/22	10	4.00		
14	125	11/16/22	11/30/22	12/01/22	12/09/22	6	1.14	1	01/02/22
13	126	12/01/22	12/15/22	*	12/07/22	11	3.29		
12	215	12/16/22	12/31/22	01/02/23	01/13/23	1	(4.57)	1	02/01/22
11	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(3.43)		
10	225	01/16/23	01/31/23	02/01/23	02/15/23	11	(1.29)	1	03/01/22
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	0.86		
8	235	02/16/23	02/28/23	03/01/23	03/09/23	8	0.00		
7	239	03/01/23	03/15/23	03/20/23	03/31/23	8	(0.86)		
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10	0.29		
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	1.43		
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	2.57		
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	4.71		
2	265	05/16/23	05/31/23	06/01/23	06/15/23	11	6.86		
1	267	06/01/23	06/02/23	06/19/23	06/29/23	2	0.00		
186							9		

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

186 contract days divided by 21 equal payments = 8.86 days (value of each regular check)

* Project leave time through the "To Date"

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned SEPTEMBER through MAY.
 Employee must be in an active position the last work day of the month to earn leave for that month.
 If an employee is on unpaid leave the day before and the day after the paid holiday,
 the employee will not be paid for the holiday.

Scheduled Non Work/ Non Paid Days: 9/5/22, 10/17/22, 11/11/22, 11/21/22 through 11/25/22, 12/19/22 through 12/30/22, 1/16/23, 2/20/23, 3/13/23 through 3/17/23, 5/29/23

Duty Days: 8/23/22, 11/8/22, 1/2/23, 3/10/23



2022-2023

9 Month 186 Day SWC Assistants - 21 pay

FD = first day

PH = paid holiday

PD = pay date

NW = non work day

DD = duty day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	FD	12	13
14	15	16	17	18	19	20
21	22	DD	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	15	PD	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	NW	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	DD	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	PD	16	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	LD	3
4	5	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

22

2

185 - Day Support Positions - 21 payments

9 Month Pay Types:

470 VUE Paraprofessionals

First Day of Duty: 08/11/22

Last Day of Duty: 06/02/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work	Hold Back	Number of Sick Days Credited	Sick Leave Update
						Days Per Pay Period			
21	089	08/11/22	08/15/22	08/16/22	08/31/22	3	(5.81)		
20	095	08/16/22	08/31/22	09/01/22	09/15/22	12	(2.62)		
19	099	09/01/22	09/15/22	09/16/22	09/30/22	10	(1.43)	4	09/11/22
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	0.76		
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	1.95	1	11/01/22
16	115	10/16/22	10/31/22	11/01/22	11/15/22	11	4.14		
15	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	4.33	1	12/01/22
14	125	11/16/22	11/30/22	12/01/22	12/09/22	6	1.52		
13	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	3.71	1	01/02/23
12	215	12/16/22	12/31/22	01/02/23	01/13/23	1	(4.10)		
11	219	01/01/23	01/15/23	01/17/23	01/31/23	10	(2.90)	1	02/01/23
10	225	01/16/23	01/31/23	02/01/23	02/15/23	11	(0.71)		
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	1.48	1	03/01/23
8	235	02/16/23	02/28/23	03/01/23	03/09/23	8	0.67		
7	239	03/01/23	03/15/23	03/20/23	03/31/23	7	(1.14)		
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10	0.05		
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	1.24		
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	2.43		
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	4.62		
2	265	05/16/23	05/31/23	06/01/23	06/15/23	11	6.81		
1	267	06/01/23	06/02/23	06/19/23	06/29/23	2	0.00		
						<u>185</u>			<u>9</u>

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

185 contract days divided by 21 equal payments = 8.81 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned SEPTEMBER through MAY.
 Employee must be in an active position the last work day of the month to earn leave for that month.
 If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Scheduled Non Work/Non Paid Days: 9/5/22, 11/8/22, 11/11/22, 11/21/22 through 11/25/22, 12/19/22 through 12/30/22, 1/16/23, 2/20/23, 3/10/23 through 3/17/23, 5/29/23

Pre Planning: 8/11/22 through 8/12/22

Duty Days: 8/23/22, 10/17/22, 1/2/23



2022-2023

9 Month 185 Day Para Positions - 21 pay

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

PDD = professional development day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	FD	12	13
14	15	16	17	18	19	20
21	22	PDD	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	DD	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	NW	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	LD	3
4	5	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

22

2

185 - Day Guardians - 21 payments

9 Month Pay Types:

260 Non-bargaining Non-exempt

First Day of Duty: 08/05/22

Last Day of Duty: 06/02/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work		Number of Sick Days Credited	Sick Leave Update	
						Days Per Pay Period	Hold Back			
21	089	08/05/22	08/15/22	08/16/22	08/31/22	4	(4.81)			
20	095	08/16/22	08/31/22	09/01/22	09/15/22	11	(2.62)			
19	099	09/01/22	09/15/22	09/16/22	09/30/22	10	(1.43)	4	09/11/22	
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	0.76			
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	1.95	1	11/01/22	
16	115	10/16/22	10/31/22	11/01/22	11/15/22	11	4.14			
15	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	4.33	1	12/01/22	
14	125	11/16/22	11/30/22	12/01/22	12/09/22	6	1.52			
13	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	3.71	1	01/03/23	
12	215	12/16/22	12/31/22	01/02/23	01/13/23	1	(4.10)			
11	219	01/01/23	01/15/23	01/17/23	01/31/23	9	(3.90)	1	02/01/23	
10	225	01/16/23	01/31/23	02/01/23	02/15/23	11	(1.71)			
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	0.48	1	03/01/23	
8	235	02/16/23	02/28/23	03/01/23	03/09/23	9	0.67			
7	239	03/01/23	03/15/23	03/20/23	03/31/23	7	(1.14)			
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10	0.05			
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	1.24			
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	2.43			
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	4.62			
2	265	05/16/23	05/31/23	06/01/23	06/15/23	11	6.81			
1	267	06/01/23	06/02/23	06/19/23	06/29/23	2	0.00			
						<u>185</u>		<u>9</u>		

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

*** Project leave time through the "To Date"**

185 contract days divided by 21 equal payments = 8.81 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned SEPTEMBER through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Scheduled Non Work/Non Paid Days: 8/8/22 through 8/10/22, 8/23/22, 9/5/22, 11/8/22, 11/11/22, 11/21/22 through 11/25/22, 12/19/22 through 1/2/23, 1/16/23, 3/10/23 through 3/17/23, 5/29/23

Duty Days: 10/17/22



2022-2023

9 Month 185 Day School Guardians - 21 pay

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	FD	6
7	NW	NW	NW	11	12	13
14	15	16	17	18	19	20
21	22	NW	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	DD	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	NW	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	20	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	NW	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	LD	3
4	5	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

22

2

REVISED 8/4/22

185 - Day Healthcare Support Positions - 21 payments

9 Month Pay Types:

261 Non-bargaining Exempt

565 Clinic Assistants

262 Non-bargaining Non-exempt

264 Psychologist Interns

First Day of Duty: 08/11/22

Last Day of Duty: 06/06/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work		Number of Sick Days Credited	Sick Leave Update	
						Days Per Pay Period	Hold Back			
21	089	08/11/22	08/15/22	08/16/22	08/31/22	3	(5.81)			
20	095	08/16/22	08/31/22	09/01/22	09/15/22	11	(3.62)			
19	099	09/01/22	09/15/22	09/16/22	09/30/22	10	(2.43)	4	09/11/22	
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11	(0.24)			
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	0.95	1	11/01/22	
16	115	10/16/22	10/31/22	11/01/22	11/15/22	10	2.14			
15	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	2.33	1	12/01/22	
14	125	11/16/22	11/30/22	12/01/22	12/09/22	6	(0.48)			
13	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	1.71	1	01/03/23	
12	215	12/16/22	12/31/22	01/02/23	01/13/23	1	(6.10)			
11	219	01/01/23	01/15/23	01/17/23	01/31/23	9	(5.90)	1	02/01/23	
10	225	01/16/23	01/31/23	02/01/23	02/15/23	11	(3.71)			
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	(1.52)	1	03/01/23	
8	235	02/16/23	02/28/23	03/01/23	03/09/23	8	(2.33)			
7	239	03/01/23	03/15/23	03/20/23	03/31/23	8	(3.14)			
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10	(1.95)			
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10	(0.76)			
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10	0.43			
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11	2.62			
2	265	05/16/23	05/31/23	06/01/23	06/15/23	11	4.81			
1	267	06/01/23	06/06/23	06/19/23	06/29/23	4	0.00			
						<u>185</u>		<u>9</u>		

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

* Project leave time through the "To Date"

185 contract days divided by 21 equal payments = 8.81 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned SEPTEMBER through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Scheduled Non Work/Non Paid Days: 8/23/22, 9/5/22, 10/17/22, 11/8/22, 11/11/22, 11/21/22 through 11/25/22, 12/19/22 through 1/2/23, 1/16/23, 2/20/23, 3/13/23 through 3/17/23, 5/29/23

Duty Days: 3/10/23



2022-2023

9 Month 185 Day Healthcare Support Positions - 21 pay

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	FD	12	13
14	15	16	17	18	19	20
21	22	NW	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	NW	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	NW	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	DD	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	2	3
4	5	LD	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

22

4

181 - Day Positions School Way Café Dining Room Aides

21 Payments

Pay Type: 572

First Day of Duty: 08/12/22

06/02/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Number of Sick Days Credited	Sick Leave Update
21	089	08/12/22	08/15/22	08/16/22	08/31/22	2		
20	095	08/16/22	08/31/22	09/01/22	09/15/22	11		
19	099	09/01/22	09/15/22	09/16/22	09/30/22	10	4	09/12/22
18	105	09/16/22	09/30/22	10/03/22	10/14/22	11		
17	109	10/01/22	10/15/22	10/17/22	10/31/22	10	1	11/01/22
16	115	10/16/22	10/31/22	11/01/22	11/15/22	10		
15	119	11/01/22	11/09/22	11/10/22	11/30/22	6	1	12/01/22
14	125	11/10/22	11/30/22	12/01/22	12/09/22	9		
13	126	12/01/22	12/06/22	12/07/22	12/16/22	4	1	01/03/23
12	215	12/07/22	12/31/22	01/02/23	01/13/23	8		
11	219	01/01/23	01/15/23	01/17/23	01/31/23	9	1	02/01/23
10	225	01/16/23	01/31/23	02/01/23	02/15/23	11		
9	229	02/01/23	02/15/23	02/16/23	02/28/23	11	1	03/01/23
8	235	02/16/23	02/28/23	03/01/23	03/09/23	8		
7	239	03/01/23	03/15/23	03/20/23	03/31/23	7		
6	245	03/16/23	03/31/23	04/03/23	04/14/23	10		
5	249	04/01/23	04/15/23	04/17/23	04/28/23	10		
4	255	04/16/23	04/30/23	05/01/23	05/15/23	10		
3	259	05/01/23	05/15/23	05/16/23	05/31/23	11		
2	265	05/16/23	05/31/23	06/01/23	06/15/23	11		
1	267	06/01/23	06/02/23	06/19/23	06/29/23	2		
						181	9	

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

ALL CHECKS WILL BE PAID BASED ON HOURS WORKED IN THE PAY PERIOD

SICK LEAVE will be earned SEPTEMBER through MAY for ASSIGNED HOURS only.

Leave accrual will be based on the assignment status as of the last work day of the month.

Scheduled Non-Work days / Non-Paid: 8/23/22, 9/5/22, 10/17/22, 11/8/22, 11/11/22, 11/21/22 through 11/25/22, 12/19/22 through 1/2/23, 1/16/23, 2/20/23, 3/10/23 through 3/17/23, 5/29/23



2022-2023
9 Month 181 Day Dining Room Aides - 21 pay

FD = first day of duty LD = last day of duty
 PD = pay date NW = non work day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	FD	13
14	15	16	17	18	19	20
21	22	NW	24	25	26	27
28	29	30	PD			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	NW	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	NW	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	NW	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	LD	3
4	5	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

20

22

2

REVISED 8/4/22
180 - Day Support Positions - 21 payments
9 Month Pay Types:

270 Non-bargaining Non-exempt
471 VUE Office Specialists

570 AFSCME

First Day of Duty: 08/15/22

Last Day of Duty: 06/02/23

Checks to be paid	Run Number	From Date	To Date	Payroll Close Dates	Pay Dates	Work Days Per Pay Period	Hold Back	Number of Sick Days Credited	Sick Leave Update
21	095	08/15/22	08/31/22	09/01/22	09/15/22	12	3.43		
20	099	09/01/22	09/15/22	09/16/22	09/30/22	10	4.86	4	09/15/22
19	105	09/16/22	09/30/22	10/03/22	10/14/22	11	7.29		
18	109	10/01/22	10/15/22	10/17/22	10/31/22	10	8.71	1	11/01/22
17	115	10/16/22	10/31/22	11/01/22	11/15/22	10	10.14		
16	119	11/01/22	11/15/22	* 11/10/22	11/30/22	9	10.57	1	12/01/22
15	125	11/16/22	11/30/22	12/01/22	12/09/22	6	8.00		
14	126	12/01/22	12/15/22	* 12/07/22	12/16/22	11	10.43	1	01/03/23
13	215	12/16/22	12/31/22	01/02/23	01/13/23	1	2.86		
12	219	01/01/23	01/15/23	01/17/23	01/31/23	9	3.29	1	02/01/23
11	225	01/16/23	01/31/23	02/01/23	02/15/23	11	5.71		
10	229	02/01/23	02/15/23	02/16/23	02/28/23	11	8.14	1	03/01/23
9	235	02/16/23	02/28/23	03/01/23	03/09/23	8	7.57		
8	239	03/01/23	03/15/23	03/20/23	03/31/23	7	6.00		
7	245	03/16/23	03/31/23	04/03/23	04/14/23	10	7.43		
6	249	04/01/23	04/15/23	04/17/23	04/28/23	10	8.86		
5	255	04/16/23	04/30/23	05/01/23	05/15/23	10	10.29		
4	259	05/01/23	05/15/23	05/16/23	05/31/23	11	12.71		
3	265	05/16/23	05/31/23	06/01/23	06/15/23	11	15.14		
2	267	06/01/23	06/02/23	06/19/23	06/29/23	2	8.57		
1	268				06/29/23	0	0.00		
						<u>180</u>			<u>9</u>

Employees are entitled to earn no more than one (1) day of sick leave times the number of months of employment. Sick leave credited will be adjusted accordingly for employees who separate from the district prior to the end of the year.

*** Project leave time through the "To Date"**

180 contract days divided by 21 equal payments = 8.57 days (value of each regular check)

NOTE: If an employee will be absent without pay, terminating, or going on a Leave of Absence, please contact Payroll immediately. Do not release the corresponding pay check without Payroll's authorization.

SICK LEAVE will be earned SEPTEMBER through MAY.

Employee must be in an active position the last work day of the month to earn leave for that month.

If an employee is on unpaid leave the day before and the day after the paid holiday, the employee will not be paid for the holiday.

Scheduled Non Work/Non Paid Days: 8/23/22, 9/5/22, 10/17/22, 11/8/22, 11/11/22, 11/21/22 through 11/25/22, 12/19/22 through 1/2/23, 1/16/23, 2/20/23, 3/10/23 through 3/17/23, 5/29/23



2022-2023

9 Month 180 Day Support Positions - 21 pay

PD = pay date

PH = paid holiday

DD = duty day

NW = non work day

Jul-22						
S	M	T	W	T	F	S
					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
31						

Aug-22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	FD	16	17	18	19	20
21	22	NW	24	25	26	27
28	29	30	31			

Sep-22						
S	M	T	W	T	F	S
				1	2	3
4	NW	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	29	PD	

Oct-22						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	NW	18	19	20	21	22
23	24	25	26	27	28	29
30	PD					

Nov-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	NW	9	10	NW	12
13	14	PD	16	17	18	19
20	NW	NW	NW	NW	NW	26
27	28	29	PD			

Dec-22						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	PD	10
11	12	13	14	15	PD	17
18	NW	NW	NW	NW	NW	24
25	NW	NW	NW	NW	NW	31

Jan-23						
S	M	T	W	T	F	S
1	NW	3	4	5	6	7
8	9	10	11	12	PD	14
15	NW	17	18	19	20	21
22	23	24	25	26	27	28
29	30	PD				

Feb-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	PD	16	17	18
19	NW	21	22	23	24	25
26	27	PD				

Mar-23						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	PD	NW	11
12	NW	NW	NW	NW	NW	18
19	20	21	22	23	24	25
26	27	28	29	30	PD	

Apr-23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	PD	15
16	17	18	19	20	21	22
23	24	25	26	27	PD	29
30						

May-23						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	PD	16	17	18	19	20
21	22	23	24	25	26	27
28	NW	30	PD			

Jun-23						
S	M	T	W	T	F	S
				1	LD	3
4	5	6	7	8	9	10
11	12	13	14	PD	16	17
18	19	20	21	22	23	24
25	26	27	28	PD	30	

*First check of fiscal year issued September 15

*Two (2) equal checks issued June 29

ACTIVITY SUPPLEMENTS

SUPPLEMENTS AT THE DISCRETION OF THE TEACHER, WILL BE PAID IN ONE LUMP SUM AFTER THE COMPLETION OF THE DUTY. THE PAYOUTS WILL OCCUR AT THE END OF THE FIRST SEMESTER, PRIOR TO SPRING BREAK OR AT THE END OF THE YEAR, DEPENDING ON THE DATE OF THE COMPLETION OF DUTY.

SINGLE PAY SUPPLEMENTS:

791 Pay Date: 12/9/2022 Close Date: 12/1/2022
Run # 125

This is payment for Fall sports, excluding football. Football will be prorated to pay the fall portion ONLY. The spring practice will be paid at the end of the year.

792 Pay Date: 3/9/2023 Close Date: 3/1/2023
Run # 235

This is payment for Winter sports ONLY.

793 Pay Date: 6/15/2023 Close Date: 6/1/2023
Run # 265

This is payment for Spring Practice.