Employed 196 days

| Suly |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| M |  | W | T | 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 |  |  |  |  |  |


| August |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\mathbf{S}$ | M |  | T | 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 |  |  |
|  |  |  |  |  |  | 20 |


| September |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 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 |
|  |  |  |  |  |  | 20 |



Holidays/Required Leave

- August 4 - First Day of Calendar
- September 4 Day Out of Calendar
- October 9-11 Vacation Day
- October 12-13 Day Out of Calendar
- November 10 Day Out of Calendar
- November 22 Day Out of Calendar
- November 23 Thanksgiving Day
- November 24 Day Out of Calendar
- December 18-21 Vacation Day
- December 23 Christmas Eve Holiday
- December 25 Christmas Day
- December 26 Vacation Day

December 27-29 Day Out of Calendar

- January 1 New Years Day Holiday

January 15 Day Out of Calendar

- February 19 Day Out of Calendar
- March 4-5 Vacation Days
- March 6-8 Day Out of Calendar
- March 29 Good Friday
- May 23 Last Day of Calendar

First Day of Calendar
Days Out of Calendar Holidays
10 Vacation Days Last Day of Calendar

The number of days worked in the calendar may be revised or reduced due to changes made to the student's calendar

## 2023-2024 Pay Schedule <br> Educational Assistants, Media Assistants and Permanent Substitutes Employed 196 Days

Reporting Period
Time Sheets Due
To Payroll
Days
Pay Day

Aug 4 - Aug 12
Aug 13-Aug 26
Aug 27 - Sept 9
Sept 10 - Sept 23
Sept 24 - Oct 7
Oct 8 - Oct 21
Oct 22 - Nov 4
Nov 5 - Nov 18
Nov 19 - Dec 2
Dec 3 - Dec 16
Dec 17 - Dec 30
Dec 31 - Jan 13
Jan 14 - Jan 27
Jan 28 - Feb 10
Feb 11 - Feb 24
Feb 25 - Mar 9
Mar 11 - March 23
March 25 - April 06
April 08 - April 20
April 22 - May 4
May 6 - May 18
May 19 - May 23
*Insurance Deducted

