

**2020-2021**  
**Clarksville-Montgomery County School System**  
**High School Administrative Assistants**  
**Employed 220 Days**

July						
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	
						15

August						
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					21

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			
						21

**Holidays/Required Leave**

- July 13 First Day of Calendar
- August 28 Vacation Day
- September 7 Day Out of Calendar
- October 12-14 Vacation Day
- October 15-16 Day Out of Calendar
- November 3 Day Out of Calendar
- November 11 Day Out of Calendar
- November 26 Thanksgiving Day
- November 27 Day Out of Calendar
- December 22-23 Vacation Day
- December 24 Christmas Eve
- December 25 Christmas Day
- December 28-29 Vacation Day
- December 30-31 Day Out of Calendar
- January 1 New Year's Day
- January 18 Day Out of Calendar
- March 8-9 Vacation Day
- March 10-12 Day Out of Calendar
- April 2 Good Friday
- May 31 Day Out of Calendar
- June 2 Last Day of Calendar

October						
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
						20

November						
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					
						18

December						
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		
						21

January						
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						20

February						
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						
						20

March						
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			
						20

April						
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	
						22

May						
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					20

June						
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			
						2

- First Day of Calendar
- Days Out of Calendar
- Holidays
- 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

**2020-2021 Pay Schedule  
High School Administrative Assistants  
Employed 220 Days**

Reporting Period	Time Sheets Due To Payroll	Days	Pay Day
Jul 13 - Jul 18	Jul 21	5	July 30
July 19 - Aug 1	Aug 4	10	Aug 13
Aug 2 - Aug 15	Aug 18	10	*Aug 27
Aug 16 - Aug 29	Sept 1	10	*Sept 10
Aug 30 - Sept 12	Sept 15	9	*Sept 24
Sept 13 - Sept 26	Sept 29	10	*Oct 8
Sept 27 - Oct 10	Oct 9	10	*Oct 22
Oct 11 - Oct 24	Oct 27	8	*Nov 5
Oct 25 - Nov 7	Nov 10	9	*Nov 19
Nov 8 - Nov 21	Nov 24	9	*Dec 3
Nov 22 - Dec 5	Dec 8	9	*Dec 17
Dec 6 - Dec 19	Dec 17	10	*Dec 31
Dec 20 - Jan 2	Jan 5	8	*Jan 14
Jan 3 - Jan 16	Jan 19	10	*Jan 28
Jan 17 - Jan 30	Feb 2	9	*Feb 11
Jan 31 - Feb 13	Feb 16	10	*Feb 25
Feb 14 - Feb 27	March 2	10	*March 11
Feb 28 - Mar 13	March 16	7	*March 25
Mar 14 - March 27	March 30	10	*April 8
March 28 - April 10	April 13	10	*April 22
April 11 - April 24	April 27	10	*May 6
April 25 - May 8	May 11	10	*May 20
May 9 - May 22	May 25	10	June 3
May 23 - June 2	June 8	7	June 17

\*Insurance Deducted