



2022-23 Flexible Payroll Calendar for Certificated Assignments Starting After June 30, 2022

Track _____

For office use only

#	Month	First Week					Second Week					Third Week					Fourth Week					Planned Workdays		Actual Days Worked			
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	Regular Schedule	Other Assignmts				
1	Jul										Jul 1	+	4	5	6	7	8	11	12	13	14	15					
2	Jul - Aug	18	19	20	21	22	25	26	27	28	29	Aug 1	2	3	4	5	8	9	10	11	12						
3	Aug - Sep	15	16	17	18	19	22	23	24	25	26	29	30	31	Sep 1	2	+	5	6	7	8	9					
4	Sep - Oct	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	Oct 3	4	5	6	7						
5	Oct - Nov	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	Nov 31	1	2	3	4						
6	Nov - Dec	7	8	9	10	+	11	14	15	16	17	18	21	22	23	+	24	x	25	28	29	30	Dec 1	2			
7	Dec	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	+	x	26	27	28	29	30				
8	Jan	+	#				9	10	11	12	13	+	16	17	18	19	20	23	24	25	26	27					
9	Jan - Feb	30	31	Feb 1	2	3	6	7	8	9	10	+	13	14	15	16	17	+	20	21	22	23	24				
10	Feb - Mar	27	28	Mar 1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24						
11	Mar - Apr	27	28	29	30	31	Apr 3	4	5	6	+	7	10	11	12	13	14	17	18	19	20	21					
12	Apr - May	24	25	26	27	28	May 1	2	3	4	5	8	9	10	11	12	15	16	17	18	19						
13	May - Jun	22	23	24	25	26	+	29	30	31	Jun 1	2	5	6	7	8	9	12	13	14	15	16					
14	Jun	+	19	20	21	22	23	26	27	28	29	30															
																	Subtotal										
																	Total Planned Workdays										

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

Site _____ Employee ID _____

Employee _____
 Print Name Employee Signature

Plan Approved _____
 Site Administrator Date

Actuals Certified: _____
 Site Administrator Date