



2021-22 Flexible Payroll Calendar for Certificated Assignments Starting After June 30, 2021

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	2	+ 5	6	7	8	9	12	13	14	15	16			
2	Jul - Aug	19	20	21	22	23	26	27	28	29	30	Aug 2	3	4	5	6	9	10	11	12	13			
3	Aug - Sep	16	17	18	19	20	23	24	25	26	27	30	31	Sep 1	2	3	+ 6	7	8	9	10			
4	Sep - Oct	13	14	15	16	17	20	21	22	23	24	27	28	29	30	Oct 1	4	5	6	7	8			
5	Oct - Nov	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Nov 1	2	3	4	5			
6	Nov - Dec	8	9	10	+ 11	12	15	16	17	18	19	22	23	24	+ 25	x 26	29	30	1	2	3			
7	Dec - Jan	6	7	8	9	10	13	14	15	16	17	20	21	22	x 23	+ 24	27	28	29	# 30	+ 31			
8	Jan	Jan 3	4	5	6	7	10	11	12	13	14	+ 17	18	19	20	21	24	25	26	27	28			
9	Jan - Feb	Feb 31	1	2	3	4	7	8	9	10	11	+ 14	15	16	17	18	+ 21	22	23	24	25			
10	Feb - Mar	Mar 28	1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25			
11	Mar - Apr	28	29	30	31	Apr 1	4	5	6	7	8	11	12	13	14	+ 15	18	19	20	21	22			
12	Apr - May	25	26	27	28	29	May 2	3	4	5	6	9	10	11	12	13	16	17	18	19	20			
13	May - Jun	23	24	25	26	27	+ 30	31	Jun 1	2	3	6	7	8	9	10	13	14	15	16	17			
14	Jun	20	21	22	23	24	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