



# 2020-21 Flexible Payroll Calendar for Classified Assignments Starting After June 30, 2020

Track \_\_\_\_\_

For office use only

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

- + 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