

SAN DIEGO UNIFIED SCHOOL DISTRICT

(Payroll Department)

**2008-2009 School Year Calendar
Certificated Traditional Schedule**

X = Contract Days

H = Mandated or declared

P = Prep Days

Name: _____
 EMPL ID #: _____
 Job Title: _____
 Location Name/Loc #: _____
 Work Telephone: _____

80% - Tuesday through Friday -Traditional (147 Days)

	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	TOTALS		CUM TOTALS
JULY		1	2	3	H/4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		Jul	0	0
AUGUST					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	P/27 X	P/28 X	P/29 X	Aug	3	3
SEPTEMBER	H/1	2 X	3 X	4 X	5 X	8	9 X	10 X	11 X	12 X	15	16 X	17 X	18 X	19 X	22	23 X	24 X	25 X	26 X	29	30 X				Sep	17	20
OCTOBER			1 X	2 X	3 X	6	7 X	8 X	9 X	10 X	13	14 X	15 X	16 X	17 X	20	21 X	22 X	23 X	24 X	27	28 X	29 X	30 X	31 X	Oct	19	39
NOVEMBER	3 X	4 X	5 X	6 X	7 X	10	H/11	12 X	13 X	14 X	17	18 X	19 X	20 X	21 X	24	25	26	H/27 H/28							Nov	11	50
DECEMBER	1 X	2 X	3 X	4 X	5 X	8	9 X	10 X	11 X	12 X	15	16 X	17 X	18 X	19 X	22	23	H/24 H/25	26		29	30	H/31			Dec	12	62
JANUARY				H/1	2	5	6 X	7 X	8 X	9 X	12	13 X	14 X	15 X	16 X	H/19	20	21 X	22 X	23 X	26	27 X	28 X	29 X	30 X	Jan	15	77
FEBRUARY	2 X	3 X	4 X	5 X	6 X	H/9	10	11 X	12 X	13 X	H/16	17	18 X	19 X	20 X	23	24 X	25 X	26 X	27 X						Feb	14	91
MARCH	2 X	3 X	4 X	5 X	6 X	9	10 X	11 X	12 X	13 X	16	17 X	18 X	19 X	20 X	23	24 X	25 X	26 X	27 X	30	31 X				Mar	17	108
APRIL			1 X	2 X	3 X	6	7	8	9	10	13	14 X	15 X	16 X	17 X	20	21 X	22 X	23 X	24 X	27	28 X	29 X	30 X		Apr	14	122
MAY					1 X	4	5 X	6 X	7 X	8 X	11	12 X	13 X	14 X	15 X	18	19 X	20 X	21 X	22 X	H/25	26	27 X	28 X	29 X	May	16	138
JUNE	1 X	2 X	3 X	4 X	5 X	8	9 X	10 X	11 X	12 X	15	P/16 X	17	18	19	22	23	24	25	26	29	30				Jun	9	147
																										Total	147	147

(Employee Signature) (Date)

Calendar MUST be submitted prior to salary being paid.

(Principal/Department Head Signature) (Date)

I have discussed this work schedule with the employee and am approving it in order to meet instructional/program requirements.

PAYROLL USE ONLY
Input Date:
Input By:
Paygroup:

P80%T_NO M