

Teacher Duty Calendar

Teacher | Certified Specialist

2023-2024



KEY: Full duty day 152 days Enrichment duty day 12 days Payday (pay period ends 1 week prior) New teacher duty day 2 days

Flex days: *Contract includes 2 additional Flex duty days not shown on calendar. Flex days may be worked anytime outside the duty days on this calendar, subject to Administrator approval.*

Extended calendar: *Teacher | Certified Specialist with an extended duty calendar will work their additional hours and/or duty days as scheduled by Administration.*

166 total days (168 total days for new teachers) plus approved extended days

July '23						
S	M	T	W	T	F	S
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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					

August '23						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September '23						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October '23						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November '23						
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26	27	28	29	30		

December '23						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January '24						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February '24						
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25	26	27	28	29		

March '24						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
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April '24						
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21	22	23	24	25	26	27
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May '24						
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26	27	28	29	30	31	

June '24						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
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Classified 10-Month Duty Calendar

Support Staff | Management Team | Classified Specialist

2023-2024



KEY:

- Paid duty day
152 days
- Optional paid duty day
(depends on duty schedule)
- Unpaid day
(may use PTO)
- Payday (pay period ends 1 week prior)
- Paid holiday
8 days
- Paid holiday 3 days
(extended calendar only)
- Alternate paid holiday
(if not scheduled to work on Fridays)

Extended Calendar: Employees with extended duty calendars will work additional hours and/or days as scheduled by Administration.

160 total paid days plus approved extended days and optional duty days

July '23						
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16	17	18	19	20	21	22
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30	31					

August '23						
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September '23						
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October '23						
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22	23	24	25	26	27	28
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November '23						
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26	27	28	29	30		

December '23						
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January '24						
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February '24						
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March '24						
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April '24						
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May '24						
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June '24						
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23	24	25	26	27	28	29
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Classified 12-Month Duty Calendar

Support Staff | Management Team | Classified Specialist

2023-2024



KEY:

- Paid duty day
200 days
- Optional paid duty day
(depends on duty schedule) 49 days
- Paid holiday
11 days
- Payday (pay period ends 1 week prior)
- Alternate paid holiday
(if not scheduled to work on Fridays)

260 total paid days including optional duty days

July '23						
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30	31					

August '23						
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September '23						
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October '23						
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November '23						
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December '23						
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January '24						
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February '24						
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March '24						
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April '24						
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May '24						
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June '24						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
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At-Will Duty Calendar

Extra Duty | Substitutes | Seasonal | Temporary

2023-2024



KEY: Holiday (no paid holidays) Payday (pay period ends 1 week prior) Days School in Session Enrichment Days

Paid Duty Days: Substitute, Seasonal and Temporary employees only work when scheduled. Therefore, actual duty days will vary and are not shown on this calendar.

July '23						
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30	31					

August '23						
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September '23						
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24	25	26	27	28	29	30

October '23						
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22	23	24	25	26	27	28
29	30	31				

November '23						
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December '23						
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31						

January '24						
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28	29	30	31			

February '24						
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March '24						
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April '24						
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May '24						
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June '24						
S	M	T	W	T	F	S
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23	24	25	26	27	28	29
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Certified Administrator

12-Month | 10-Month

2023-2024



KEY:

 Paid duty day <small>160 days</small>	 Modified paid duty day <small>(subject to approval) 46 days</small>	 Paid day off <small>(School Break) 13 days</small>	 Payday (pay period ends 1 week prior)
 Paid holiday <small>11 days</small>	 Unpaid day (10-month Administrators only) 34 days		

Extended calendar: *Certified Administrators with an extended duty calendar will work their additional hours and/or duty days as scheduled by Administration.*

260 total days (218 total days for 10-month certified administrator duty schedule)

July '23						
S	M	T	W	T	F	S
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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					

August '23						
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September '23						
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October '23						
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November '23						
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5	6	7	8	9	10	11
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December '23						
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January '24						
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28	29	30	31			

February '24						
S	M	T	W	T	F	S
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25	26	27	28	29		

March '24						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April '24						
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				

May '24						
S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June '24						
S	M	T	W	T	F	S
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16	17	18	19	20	21	22
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