

Clay County School Board

12 Month Employees

Payroll Calendar 2008-2009

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY	PAY TYPE A3, C1, C3, TW D3, E1, T3	NON-WORK NON-PAID DAYS	PAID HOLIDAYS	NOTES
1	24	001	07/01/08	07/15/08	07/08/08	07/15/08	11		Independence Day (observed) 7/3/08	4-Day Work Week
2	23	002	07/16/08	07/31/08	07/25/08	07/31/08	12			4-Day Work Week
3	22	003	08/01/08	08/15/08	08/11/08	08/15/08	11			4-Day Work Week Ends After 8/8/08
4	21	004	08/18/08	08/29/08	08/25/08	08/29/08	10			
5	20	005	09/01/08	09/15/08	09/09/08	09/15/08	11		Labor Day 9/01/08	Insurance Deductions Begin
6	19	006	09/16/08	09/30/08	09/24/08	09/30/08	11			
7	18	007	10/01/08	10/15/08	10/09/08	10/15/08	11			
8	17	008	10/16/08	10/31/08	10/27/08	10/31/08	12			
9	16	009	11/03/08	11/14/08	11/07/08	11/14/08	10		Veterans Day 11/11/08	
10	15	010	11/17/08	11/28/08	11/17/08	11/21/08	10		Thanksgiving Holiday 11/27-11/28/08	
11	14	011	12/01/08	12/15/08	12/05/08	12/11/08	11			
12	13	012	12/16/08	12/31/08	12/11/08	12/18/08	12		Christmas Day 12/25/08	
13	12	013	01/01/09	01/15/09	01/09/09	01/15/09	11		New Year's Day 1/01/09	
14	11	014	01/16/09	01/30/09	01/26/09	01/30/09	10	Martin Luther King Day 1/19/09		
15	10	015	02/02/09	02/13/09	02/09/09	02/13/09	10			
16	9	016	02/16/09	02/27/09	02/23/09	02/27/09	10			
17	8	017	03/02/09	03/13/09	03/09/09	03/13/09	10			
18	7	018	03/16/09	03/31/09	03/25/09	03/31/09	12			Last day of sick leave posted for 12-month employees
19	6	019	04/01/09	04/15/09	04/02/09	04/15/09	11		Good Friday 4/10/09	
20	5	020	04/16/09	04/30/09	04/24/09	04/30/09	11			
21	4	021	05/01/09	05/15/09	05/11/09	05/15/09	11			
22	3	022	05/18/09	05/29/09	05/22/09	05/29/09	10		Memorial Day 05/25/09	
23	2	023	06/01/09	06/15/09	06/08/09	06/15/09	11			4 Day Work Week Starts 6/18/09
24	1	024	06/16/09	06/30/09	06/23/09	06/30/09	11			Final Payroll with Insurance Deductions
							260	Total Paid Days		

Clay County School Board

11 Month Employees

Payroll Calendar 2008-2009

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY	Instr./Admin./Support 7/28/08 thru 6/18/09 A1, T8, D8, TE	NON-WORK NON-PAID DAYS	PAID HOLIDAY	NOTES
1	24	001	07/28/08	08/01/08	08/11/08	08/15/08	5			4-Day Work Week
2	23	002	08/04/08	08/15/08	08/25/08	08/29/08	10			4-Day Work Week Ends on Thursday, 8/8/08
3	22	003	08/18/08	08/29/08	09/09/08	09/15/08	10			Insurance Deductions Begin
4	21	004	09/01/08	09/12/08	09/24/08	09/30/08	10		Labor Day 9/01/08	
5	20	005	09/15/08	09/26/08	10/09/08	10/15/08	10			
6	19	006	09/29/08	10/10/08	10/27/08	10/31/08	10			
7	18	007	10/13/08	10/24/08	11/07/08	11/14/08	10			
8	17	008	10/27/08	11/07/08	11/17/08	11/21/08	10			
9	16	009	* 11/10/08	11/20/08	12/05/08	12/11/08	9		Veterans Day 11/11/08	
10	15	010	* 11/21/08	12/08/08	12/11/08	12/18/08	8	Thanksgiving Holiday 11/24/08 - 11/26/08, 11/28/08	Thanksgiving 11/27/08	
11	14	011	* 12/09/08	12/18/08	01/09/09	01/15/09	8			
12	13	012	* 12/19/08	01/12/09	01/26/09	01/30/09	9	Winter Break 12/22-24, 26, 29-31 & 1/2/09	Christmas Day 12/25/08 New Year's Day 1/01/09	
13	12	013	* 01/13/09	01/23/09	02/09/09	02/13/09	8		Martin Luther King Jr. 1/19/09	
14	11	014	01/26/09	02/06/09	02/23/09	02/27/09	10			
15	10	015	02/09/09	02/20/09	03/09/09	03/13/09	9		President's Day 2/16/09	
16	9	016	02/23/09	03/06/09	03/25/09	03/31/09	10			
17	8	017	03/09/09	03/20/09	04/02/09	04/15/09	10			
18	7	018	03/23/09	04/10/09	04/24/09	04/30/09	11	Spring Break 4/6/09 - 4/09/09	Good Friday 4/10/09	
19	6	019	04/13/09	04/24/09	05/11/09	05/15/09	10			
20	5	020	04/27/09	05/08/09	05/22/09	05/29/09	10			
21	4	021	05/11/09	05/22/09	06/08/09	06/15/09	10			
22-24	1-3	022-024	05/25/09	06/18/09	06/23/09	06/30/09	19		Memorial Day 05/25/09	Last Insurance Deduction (3) Summer Checks
							216	Total Paid Days		D8 & TE only 22 checks



* Pay Period Dates Have Been Adjusted to Help Equalize the Number of Days

Clay County School Board 10 Month Employees Payroll Calendar 2008-2009

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY	Café Managers 8/07/08 thru 6/09/09 V1	Instructional/Admin. 8/1/08 thru 6/05/09 AZ, T1, TD, TJ, OT	Support 8/1/08 thru 6/05/09 D5, S1	NON-WORK NON-PAID DAYS	PAID HOLIDAY	NOTES	
1	24	004	08/07/08	08/15/08	08/25/08	☺ 08/29/08	7	5	5			8/13/08 District-wide Inservice/Orientation Day (4 Day Work Week Ends 8/8/2008) Regular Work Day for Café Managers	
2	23	005	08/11/08	08/15/08	09/09/08	09/15/08	10	10	10		Labor Day 9/01/08	Insurance Deductions Begin	
3	22	006	08/18/08	08/29/08	09/09/08	09/30/08	10	10	10				
4	21	007	09/01/08	09/12/08	09/24/08	10/15/08	10	10	10				
5	20	008	09/15/08	09/26/08	10/09/08	10/31/08	10	10	10				
6	19	009	09/29/08	10/10/08	10/27/08	11/14/08	10	10	10			Planning Day 10/10/08 Inservice Day 10/24/08	
7	18	010	10/13/08	10/24/08	11/07/08	11/21/08	10	10	10		Veterans Day 11/11/08		
8	17	011	10/27/08	11/07/08	11/17/08	12/11/08	9	9	9		Thanksgiving 11/27/08		
9	16	012	* 11/10/08	11/20/08	12/05/08	12/18/08	8	8	8		Thanksgiving Holiday 11/24/08-11/26/08, 11/28/08		
10	15	013	* 12/09/08	12/18/08	12/11/08	01/15/09	8	8	8		Christmas Day 12/25/08 New Year's Day 1/01/09	Planning Day 1/5/09	
11	14	014	* 12/19/08	01/12/09	01/26/09	01/30/09	9	9	9				
12	13	015	* 01/13/09	01/23/09	02/09/09	02/13/09	8	8	8				
13	12	016	01/26/09	02/06/09	02/23/09	02/27/09	10	10	10				
14	11	017	02/09/09	02/20/09	03/09/09	03/13/09	9	9	9				
15	10	018	02/23/09	03/06/09	03/25/09	03/31/09	10	10	10				
16	9	019	03/09/09	03/20/09	04/02/09	04/15/09	10	10	10		Good Friday 4/10/09	Planning Day 3/27/09	
17	8	020	03/23/09	04/10/09	04/24/09	04/30/09	11	11	11				
18	7	021	04/13/09	04/24/09	05/11/09	05/15/09	10	10	10				
19	6	022	04/27/09	05/08/09	05/22/09	05/29/09	10	10	10				
20-24	5	023-027	05/11/09	06/05/09	06/01/09	06/05/09	19	19				10-Month Inst. Only (Summer Checks)	
20	5	028	05/11/09	05/22/09	06/08/09	06/15/09	10	10	10				
20-31		029-031	05/25/09	06/05/09	06/23/09	06/30/09	11	9	9		Memorial Day 05/25/09	Café Managers Work Regular Hours on 6/8/09 & 6/09/09	
Totals							200	196	196	196			
Total Paid Days							196						

* Pay Period Dates Have Been Adjusted to Help Equalize the Number of Days



Clay County School Board

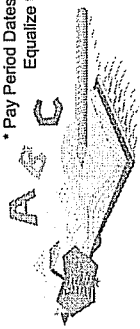
9 Month Employees

Payroll Calendar 2007-2008

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	☺ PAYDAY	Teacher Aides Inst. Assistant 8/14/2008 thru 6/04/2009 D4	Secondary Café Asst./Van Drivers 8/15/2008 thru 6/05/2009 U1	Elementary Café Asst./Van Drivers 8/15/2008 thru 6/05/2009 U2	Café Monitors/Elem. ISS Assistants 8/18/2007 thru 6/04/2009 D6	NON-WORK PAID DAYS	PAID HOLIDAYS	NOTES	
1	21	004	08/14/08	08/15/08	08/25/08	08/29/08	2	1	1				District-wide Inservice/Orientation Day 8/13/08	
2	20	005	08/15/08	08/15/08	09/09/08	09/15/08	10	10	10	10			Insurance Deductions Begin	
3	19	006	08/18/08	08/29/08	09/24/08	09/30/08	10	10	10	10		Labor Day 9/01/08		
4	18	007	09/01/08	09/12/08	10/09/08	10/15/08	10	10	10	10				
5	17	008	09/29/08	10/10/08	10/27/08	10/31/08	9	9	9	9	Planning 10/10/08			
6	16	009	10/13/08	10/24/08	11/07/08	11/14/08	9	9	9	9	Inservice 10/24/08			
7	15	010	10/27/08	11/07/08	11/17/08	11/21/08	10	10	9	9			Early Dismissal 10/31/08 (Elem.)	
8	14	011	* 11/10/08	11/20/08	12/05/08	12/11/08	9	9	9	9		Veterans Day 11/11/08		
9	13	012	* 11/21/08	12/08/08	12/11/08	12/18/08	8	8	8	8	Thanksgiving 11/24/08-11/26/08 & 11/28/08	Thanksgiving 11/27/08		
10	12	013	* 12/09/08	12/18/08	01/09/09	01/15/09	8	8	8	8				
11	11	014	* 12/19/08	01/12/09	01/26/09	01/30/09	8	8	7	7	Winter Break 12/22-24, 12/26-12/31/08, 1/2/09, Planning 1/05/09	Christmas Day 12/25/08 New Year's Day 1/01/09	Early Dismissal 12/19/08 (Elem.)	
12	10	015	* 01/13/09	01/23/09	02/09/09	02/13/09	8	8	8	8	Martin Luther King Jr. 1/19/09			
13	9	016	01/26/09	02/06/09	02/23/09	02/27/09	10	10	10	10				
14	8	017	02/09/09	02/20/09	03/09/09	03/13/09	9	9	9	9	President's Day 2/16/09			
15	7	018	02/23/09	03/06/09	03/25/09	03/31/09	10	10	10	10				
16	6	019	03/09/09	03/20/09	04/02/09	04/15/09	10	10	10	10				
17	5	020	03/23/09	04/10/09	04/24/09	04/30/09	10	10	10	10	Planning 3/27/09, Spring Break 4/06/09 - 4/09/09	Good Friday 4/10/09		
18	4	021	04/13/09	04/24/09	05/11/09	05/15/09	10	10	10	10				
19	3	022	04/27/09	05/08/09	05/22/09	05/29/09	10	10	10	10				
20	2	028	05/11/09	05/22/09	06/08/09	06/15/09	10	10	10	10				
21	1	031	05/25/09	06/03/09	06/23/09	06/30/09	8			7	Memorial Day 05/25/09		Early Dismissal 6/2/09-6/4/09 (High) Early Dismissal 6/4/09 (Elementary)	
							8	6	8					
Totals							188	185	185	183	Total Paid Days			


* Pay Period Dates Have Been Adjusted to Help Equalize the Number of Days

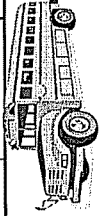


Clay County School Board

9 Month Transportation/Adult Education Payroll Calendar 2007-2008

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN#	BEGIN DATE	END DATE	DUE DATE	PAYDAY 	Bus Drivers & Monitors		NON-WORK NON-PAID DAY	PAID HOLIDAYS	NOTES	
							Fuel Assistant 8/18/2008 thru 6/04/2009 Pay Type: D9,H6,S1,SD,SM					
1	20	005	08/18/08	08/23/08	09/09/08	09/15/08	5				Insurance Deductions Begin	
2	19	006	08/24/08	09/06/08	09/24/08	09/30/08	10			Labor Day 9/01/08		
3	18	007	09/07/08	09/20/08	10/09/08	10/15/08	10					
4	17	008	09/21/08	10/04/08	10/27/08	10/31/08	10					
5	16	009	10/05/08	10/18/08	11/07/08	11/14/08	9	Planning 10/10/08				
6	15	010	10/19/08	11/01/08	11/17/08	11/21/08	9	Inservise 10/24/08				
7	14	011	11/02/08	11/15/08	12/05/08	12/11/08	10			Veterans Day 11/11/08		
8	13	012	* 11/16/08	12/01/08	12/11/08	12/18/08	7		Thanksgiving 11/24, 11/25, 11/26, & 11/28/08	Thanksgiving 11/27/08		
9	12	013	* 12/02/08	12/13/08	01/09/09	01/15/09	9					
10	11	014	12/14/08	01/03/09	01/26/09	01/30/09	7		Winter Break 12/22-24, 12/26, 12/29-12/31, 1/2	Christmas Day 12/25/08 New Year's Day 1/01/09		
11	10	015	01/04/09	01/17/09	02/09/09	02/13/09	9		Planning 01/15/09			
12	9	016	01/18/09	01/31/09	02/23/09	02/27/09	9		Martin Luther King Jr. 1/19/09			
13	8	017	02/01/09	02/14/09	03/09/09	03/13/09	10					
14	7	018	02/15/09	02/28/09	03/25/09	03/31/09	9		President's Day 2/16/09			
15	6	019	03/01/09	03/14/09	04/02/09	04/15/09	10					
16	5	020	03/15/09	03/28/09	04/24/09	04/30/09	9		Planning 3/27/09			
17	4	021	03/29/09	04/18/09	05/11/09	05/15/09	11		Spring Break 4/6/09-4/09/09	Good Friday 4/10/09		
18	3	022	04/19/09	05/02/09	05/22/09	05/29/09	10					
19	2	028	05/03/09	05/16/09	06/08/09	06/15/09	10					
20	1	031	05/17/09	06/04/09	06/23/09	06/30/09	13		Memorial Day 05/25/09	Last Day Transportation 6/04/09		
			05/17/09	06/06/09							Adult Education	
			06/06/09	06/30/09							Adult Education	
							186	Total Paid Days (Transportation)				




* Pay Period Dates Have Been Adjusted to Help Equalize the Number of Days

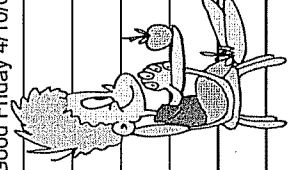
*Clay County School Board
 Substitute Teachers/Part-Time Support/Temporary Adult Labor
 Payroll Calendar 2008-2009*

PERIOD	RUN#	BEGIN DATE	END DATE	DUE DATE	PAY TYPES: H3, H4, H5, LT, SB, ST PAYDAY
1	004	08/01/08	08/15/08	08/22/08	08/29/08
2	005	08/18/08	08/29/08	09/08/08	09/15/08
3	006	09/01/08	09/12/08	09/23/08	09/30/08
4	007	09/15/08	09/26/08	10/08/08	10/15/08
5	008	09/29/08	10/10/08	10/24/08	10/31/08
6	009	10/13/08	10/24/08	11/07/08	11/14/08
7	010	10/27/08	11/07/08	11/14/08	11/21/08
8	011	11/10/08	11/20/08	12/08/08	12/11/08
9	012	11/21/08	12/08/08	12/10/08	12/18/08
10	013	12/09/08	12/18/08	01/08/09	01/15/09
11	014	12/19/08	01/12/09	01/23/09	01/30/09
12	015	01/13/09	01/23/09	02/06/09	02/13/09
13	016	01/26/09	02/06/09	02/20/09	02/27/09
14	017	02/09/09	02/20/09	03/06/09	03/13/09
15	018	02/23/09	03/06/09	03/24/09	03/31/09
16	019	03/09/09	03/20/09	04/02/09	04/15/09
17	020	03/23/09	04/10/09	04/23/09	04/30/09
18	021	04/13/09	04/24/09	05/08/09	05/15/09
19	022	04/27/09	05/08/09	05/21/09	05/29/09
20	028	05/11/09	05/22/09	06/08/09	06/15/09
21	031	05/25/09	06/05/09	06/23/09	06/30/09
REFER TO SUMMER SCHEDULE					

Clay County School Board Florida Youth Challenge Payroll Calendar 2008-2009

Official Work Week: Sunday-Saturday

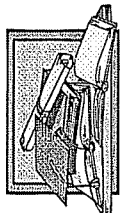
PERIOD	REM#	RUN#	BEGIN DATE	END DATE	DUE DATE	 PAYDAY	7/22/08 thru 6/5/09 PAY TYPE: TA 10 MONTH	NON-WORK NON-PAID DAY	PAID HOLIDAYS	NOTES	
1	24	003	07/22/08	08/01/08	08/11/08	08/15/08	9				
2	23	004	08/04/08	08/15/08	08/25/08	08/29/08	10				
3	22	005	08/18/08	08/29/08	09/09/08	09/15/08	10			Insurance Deductions Begin	
4	21	006	09/01/08	09/12/08	09/24/08	09/30/08	10		Labor Day 9/01/08		
5	20	007	09/15/08	09/26/08	10/09/08	10/15/08	10				
6	19	008	09/29/08	10/10/08	10/27/08	10/31/08	10				
7	18	009	10/13/08	10/24/08	11/07/08	11/14/08	10			Planning Day 10/24/08	
8	17	010	10/27/08	11/07/08	11/17/08	11/21/08	10				
9	16	011	11/10/08	11/21/08	12/05/08	12/11/08	10		Veterans Day 11/11/08		
10	15	012	11/24/08	12/05/08	12/11/08	12/18/08	9	Thanksgiving Holiday 11/28/08	Thanksgiving Holiday 11/27/08	Planning Day 12/05/08	
11	14	013	12/08/08	01/02/09	01/09/09	01/15/09	2	Winter Break 12/8-12/24, 12/26-31, 1/2/09	Christmas Day 12/25/08 New Year's Day 1/01/09		
12	13	014	01/05/09	01/23/09	01/26/09	01/30/09	4	Winter Break 1/05/09- 1/19/09			
13	12	015	01/26/09	02/06/09	02/09/09	02/13/09	10				
14	11	016	02/09/09	02/20/09	02/23/09	02/27/09	9	President's Day 2/16/09			
15	10	017	02/23/09	03/06/09	03/09/09	03/13/09	10				
16	9	018	03/09/09	03/20/09	03/25/09	03/31/09	10				
17	8	019	03/23/09	04/03/09	04/02/09	04/15/09	10				
18	7	020	04/06/09	04/17/09	04/24/09	04/30/09	10		Good Friday 4/10/09		
19	6	021	04/20/09	05/01/09	05/11/09	05/15/09	9	Student/Teacher Holiday 4/24/09		Planning Day 4/23/09	
20	5	022	05/04/09	05/15/09	05/22/09	05/29/09	10				
21-23	4-2	023-27	05/18/09	05/29/09	06/01/09	06/05/09	9	Memorial Day 05/25/09		(3) Summer Checks	
24	1	028	06/01/09	06/05/09	06/08/09	06/15/09	5			Planning Day 6/05/08	
							196	Total Paid Days			



Clay County School Board
SUMMER SCHEDULE
 Instructional/Part-Time Support/Substitute/Adult Education
 Payroll Calendar 2008-2009

5-Day Work Week					4-Day Work Week				
6/09/08-8/01/08	6/12-7/17/08	6/12-7/24/08	6/12-7/24/08	6/12-7/24/08	06/12-07/24/08	6/16-7/02/08	6/16-7/24/08	6/16-7/24/08	06/16-8/07/08

PERIOD	RUN#	BEGIN DATE	END DATE	DUE DATE	PAYDAY	TEACHERS/TEACHER'S ASSISTANTS										PART-TIME SUBSTITUTES TEMP ADULT LABOR								
						VOLUNTARY PRE-KINDERGARTEN (VPK)	SUMMER READING CAMP ELEMENTARY	ESE SELF-CONTAINED AND VE ELEMENTARY	ESE SELF-CONTAINED AND VE JR. & HIGH SCHOOL	ADULT ED. REMEDIATION BASIC & ESE VE HIGH SCHOOL	BASIC/REGULAR ED. AND ESE VE 6th GRADE AND JR HIGH(7th,8th)	ESE SELF-CONTAINED AND VE ELEMENTARY	ESE SELF-CONTAINED AND VE JR. & HIGH SCHOOL											
1	TBA	06/12/08	06/12/08	06/18/08	06/26/08			1	1	1	1													
		06/09/08	06/13/08			5																		
2	TBA	06/16/08	06/30/08	06/30/08	07/08/08	11	9	9	9	9	9												11	
3	002	07/01/08	07/02/08	07/24/08	07/31/08								2											11
		07/01/08	07/15/08			9	8	8	8	8														
4	003	07/16/08	07/17/08				2																	12
		07/16/08	07/24/08	08/1/08	08/15/08					6	6						6							
		07/16/08	07/31/08			12																		
5	004	08/01/08	08/01/08	08/25/08	08/29/08																			
		08/04/08	08/07/08			1																		
						38	20	24	24	24	11	23	23	23	40									



Board Adopted

*With the varied summer schedules this year, the responsibility for proper reporting must be placed on the schools and departments. Carefully watch the beginning and ending dates when reporting the total number of hours for every employee type each pay period.