



Charles Van Zant, Jr.
Superintendent of Schools

Clay County School Board 10 Month Employees

Payroll Calendars 2015-2016

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY	Café Managers 8/10/15 - 6/07/16 V1	Instructional/Admin. 08/10/15 - 6/06/16 A2, T1, TD, T.J., OT	Support 08/10/15 - 6/06/16 D5, S1	NON-WORK NON-PAID DAYS	PAID HOLIDAY	NOTES
1	24	704	08/10/15	08/14/15	08/24/15	08/31/15	5	5	5			
2	23	705	08/17/15	08/28/15	09/08/15	09/15/15	10	10	10			Insurance Deductions Begin
3	22	706	08/31/15	09/11/15	09/23/15	09/30/15	10	10	10		Labor Day 9/07/15	
4	21	707	09/14/15	09/25/15	10/08/15	10/15/15	10	10	10			
5	20	708	09/28/15	10/09/15	10/23/15	10/30/15	10	10	10			Planning Day 10/12/15
6	19	709	10/12/15	10/23/15	11/05/15	11/13/15	10	10	10			
7	18	710	10/26/15	11/06/15	11/13/15	11/30/15	10	10	10			
8	17	711	11/09/15	11/27/15	12/03/15	12/10/15	11	11	11	Thanksgiving Holiday 11/23-11/25/15, 11/27/15	Veterans Day 11/11/15 Thanksgiving 11/26/15	
9	16	712	11/30/15	12/11/15	12/10/15	12/17/15	10	10	10			
10	15	713	12/14/15	01/01/16	01/08/16	01/15/16	7	7	7	Winter Break 12/21/15-12/24/15, 12/28/15-12/31/15	Christmas Day 12/25/15 New Year's Day 1/01/16	Planning Day 1/04/16 Inservice Day 1/05/16
11	14	714	01/04/16	01/15/16	01/22/16	01/29/16	10	10	10			
12	13	715	01/18/16	01/29/16	02/05/16	02/12/16	10	10	10		Martin Luther King Jr. 1/18/16	
13	12	716	02/01/16	02/12/16	02/22/16	02/29/16	10	10	10			
14	11	717	02/15/16	02/26/16	03/04/16	03/11/16	9	9	9	President's Day 2/15/16		
15	10	718	02/29/16	03/18/16	03/23/16	03/31/16	10	10	10	Spring Break 3/14/16 - 3/18/16		
16	9	719	03/21/16	04/01/16	04/08/16	04/15/16	9	9	9	Good Friday 3/25/16		
17	8	720	04/04/16	04/15/16	04/22/16	04/29/16	10	10	10			Fair Day/Planning day 4/4/16
18	7	721	04/18/16	04/29/16	05/06/16	05/13/16	10	10	10			
19	6	722	05/02/16	05/13/16	05/20/16	05/27/16	10	10	10			
20-24	5-1	723-727	05/16/16	06/06/16	05/27/16	06/06/16	15	15	15			10-Month Inst. Only (Summer Checks)
20		728	05/16/16	05/27/16	06/07/16	06/15/16	10	10	10			
21		731	05/30/16	06/06/16	06/22/16	06/30/16	6	6	5	Memorial Day 5/30/16		Café Managers work 7.5 per day (6/06-6/7/16)
							197	196	196	196	Total Paid Days	

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





Charles E. Van Zant, Jr.
Superintendent of Schools

Clay County School Board Florida Youth Challenge Academy

Payroll Calendars 2015-2016

Official Work Week: Sunday-Saturday

PERIOD	REM#	RUN#	BEGIN DATE	END DATE	DUE DATE	 PAYDAY	7/23/15 - 6/8/16 PAY TYPE: TA, TF 10 MONTH	7/23/15 - 6/8/16 PAY TYPE: S4 9 MONTH	NON-WORK NON-PAID DAY	PAID HOLIDAYS	NOTES	
1	24	703	07/23/15	07/31/15	08/06/15	08/14/15	7	7			Planning Days 7/24/15 Work Day for 9 month	
2	23	704	08/03/15	08/14/15	08/24/15	08/31/15	10	10				
3	22	705	08/17/15	08/28/15	09/08/15	09/15/15	10	10			Insurance Deductions Begin	
4	21	706	08/31/15	09/11/15	09/23/15	09/30/15	10	10		Labor Day 9/07/15		
5	20	707	09/14/15	09/25/15	10/08/15	10/15/15	10	10				
6	19	708	09/28/15	10/09/15	10/23/15	10/30/15	9	7	10/09/15 Student/Teacher Break		Planning Days 10/7/15 & 10/8/15 Non-Work Days for 9-month	
7	18	709	10/12/15	10/23/15	11/05/15	11/13/15	10	10				
8	17	710	10/26/15	11/06/15	11/13/15	11/30/15	10	10				
9	16	711	11/09/15	11/20/15	12/03/15	12/10/15	10	10		Veterans Day 11/11/15		
10	15	712	11/23/15	12/04/15	12/10/15	12/18/15	9	8	Thanksgiving Holiday 11/27/15	Thanksgiving Holiday 11/26/15	11/25/15 Planning Day Non-Work Day for 9 month	
11	14	713	12/07/15	01/15/16	01/08/16	01/15/16	5	5	Winter Break 12/10/15 - 12/24/15, 12/28/15 - 12/31/2015	Christmas Day 12/25/15 New Year's 1/01/16		
12	13	714	01/18/16	01/22/16	01/22/16	01/29/16	2	1	Winter Break 1/4/16 - 1/21/16	Martin Luther King Jr. 1/18/16	1/22/16 Planning Day Non-Work Day for 9 month	
13	12	715	01/25/16	02/05/16	02/05/16	02/12/16	10	10				
14	11	716	02/08/16	02/19/16	02/22/16	02/29/16	10	10				
15	10	717	02/22/16	03/04/16	03/04/16	03/11/16	10	10				
16	9	718	03/07/16	03/18/16	03/23/16	03/31/16	10	10				
17	8	719	03/21/16	04/01/16	04/08/16	04/15/16	9	9		Good Friday 3/25/16		
18	7	720	04/04/16	04/15/16	04/22/16	04/29/16	9	7	Student/Teacher Break 4/8/16		Planning Day 4/06/16 & 4/07/16 Non-Work Days for 9 month	
19	6	721	04/18/16	04/29/16	05/06/16	05/13/16	10	10				
20	5	722	05/02/16	05/13/16	05/20/16	05/27/16	10	10				
21-23	4-2	723-727	05/16/16	05/27/16	05/27/16	06/06/16	9				(3) Summer Checks	
24	1	728	05/16/16	05/27/16	06/07/16	06/15/16	7	7	Student/Teacher Break 5/27/16 Memorial Day 5/30/16		Planning Days 5/25/16 & 5/26/16 Non-Work Days for 9 month	
		731	05/30/16	06/08/16	06/22/16	06/30/16	7	7				
							196	188	Total Paid Days			TA= 24 checks TF=22 checks

Board Approval



Charles Van Zant, Jr.
Superintendent of Schools

Clay County School Board 12 Month Employees

Payroll Calendars 2015-2016

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY	Instr./Adm./Conf./Support		NON-WORK NON-PAID DAYS	PAID HOLIDAYS	NOTES
							A3, C1, TW E1, T3, C3, D3				
1	24	701	07/01/15	07/15/15	07/07/15	07/15/15	11			Independence Day 7/02/15	4-Day Work Week
2	23	702	07/16/15	07/31/15	07/22/15	07/30/15	12				4-Day Work Week
3	22	703	08/03/15	08/14/15	08/06/15	08/14/15	10				4-Day Work Week Ends on 8/03/15
4	21	704	08/17/15	08/31/15	08/24/15	08/31/15	11				
5	20	705	09/01/15	09/15/15	09/08/15	09/15/15	11			Labor Day 9/07/15	Insurance Deductions Begin
6	19	706	09/16/15	09/30/15	09/23/15	09/30/15	11				
7	18	707	10/01/15	10/15/15	10/08/15	10/15/15	11				
8	17	708	10/16/15	10/30/15	10/23/15	10/30/15	11				
9	16	709	11/02/15	11/13/15	11/05/15	11/13/15	10			Veterans Day 11/11/15	
10	15	710	11/16/15	11/30/15	11/13/15	11/30/15	8	Thanksgiving Holiday 11/25/15 & 11/27/15		Thanksgiving Holiday 11/26/15	
11	14	711	12/01/15	12/15/15	12/03/15	12/10/15	12				
12	13	712	12/16/15	12/31/15	12/10/15	12/17/15	12			Christmas Day 12/25/15	
13	12	713	01/01/16	01/15/16	01/08/16	01/15/16	11			New Year's Day 1/01/16	
14	11	714	01/18/16	01/29/16	01/22/16	01/29/16	10			Martin Luther King Day 1/18/16	
15	10	715	02/01/16	02/15/16	02/05/16	02/12/16	10				
16	9	716	02/16/16	02/29/16	02/22/16	02/29/16	11				
17	8	717	03/01/16	03/15/16	03/04/16	03/11/16	11				
18	7	718	03/16/16	03/31/16	03/23/16	03/31/16	12			Good Friday 3/25/16	Last day of sick leave posted for 12-month employees
19	6	719	04/01/16	04/15/16	04/08/16	04/15/16	11				
20	5	720	04/18/16	04/29/16	04/22/16	04/29/16	10				
21	4	721	05/02/16	05/13/16	05/06/16	05/13/16	10				
22	3	722	05/16/16	05/31/16	05/20/16	05/27/16	12			Memorial Day 05/30/16	
23	2	728	06/01/16	06/15/16	06/07/16	06/15/16	11				4-Day Work Week Starts 6/06/16
24	1	731	06/16/16	06/30/16	06/22/16	06/30/16	11				Final Payroll with Insurance Deductions
							260	Total Paid Days			






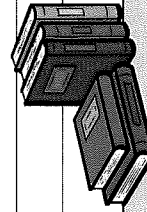
Charles Van Zant, Jr.
Superintendent of Schools

Clay County School Board 9 Month Employees

Payroll Calendars 2015-2016

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE		Teacher Aides Inst. Assistant 6/3/2015 D4	Secondary Café Asst./Van Drivers 8/14/2015 6/3/2016 U1	Elementary Café Asst./Van Drivers 8/14/2015 6/3/2016 U2	Café Monitors/Elem. ISS Assistants 8/17/2015 6/1/2016 D6	NON-WORK NON-PAID DAYS	PAID HOLIDAYS	NOTES
1	21	704	* 08/13/15 * 08/14/15 * 08/17/15	08/19/15 08/19/15 08/19/15	08/31/15 08/24/15		5	4	4				
2	20	705	* 08/20/15	08/28/15	09/08/15		7	7	7	3			Insurance Deductions Begin
3	19	706	08/31/15	09/11/15	09/23/15	09/30/15	10	10	10	10		Labor Day 9/07/15	
4	18	707	09/14/15	09/25/15	10/08/15	10/15/15	10	10	10	10			
5	17	708	09/28/15	10/09/15	10/23/15	10/30/15	10	10	10	10			
6	16	709	10/12/15	10/23/15	11/05/15	11/13/15	9	9	9	9	Planning Day 10/12/15		
7	15	710	10/26/15	11/06/15	11/13/15	11/30/15	10	10	9	10	Early Dismissal (Elem. Café Asst./Van Driver) 10/30/15		
8	14	711	11/09/15	11/20/15	12/03/15	12/10/15	10	10	10	10		Veterans Day 11/11/15	
9	13	712	11/23/15	12/11/15	12/10/15	12/17/15	11	11	11	11		Thanksgiving 11/26/15	
10	12	713	12/14/15	01/01/16	01/08/16	01/15/16	7	5	6	6	Thanksgiving Holiday 11/23-25 & 11/27/15 Early Dismissal (Elem. Café/Van, ISS Asst.) 12/18/15 (Jr/Sr High Café Asst./Van) 12/17-12/18-15 Winter Break 12/21-12/24, 12/28-12/31/15	Christmas Day 12/25/15 New Year's Day 1/1/16	
11	11	714	01/04/16	01/15/16	01/22/16	01/29/16	8	8	8	8	Planning/Inservic Day 1/4/16 - 1/5/16		
12	10	715	01/18/16	01/29/16	02/05/16	02/12/16	10	10	10	10		Martin Luther King Jr. 1/18/16	
13	9	716	02/01/16	02/12/16	02/22/16	02/29/16	10	10	10	10			
14	8	717	02/15/16	02/26/16	03/04/16	03/11/16	9	9	9	9	President's Day 2/15/16		
15	7	718	02/29/16	03/18/16	03/23/16	03/31/16	10	10	10	10	Spring Break 3/14/16-3/18/16		
16	6	719	03/21/16	04/01/16	04/08/16	04/15/16	9	9	9	9	Good Friday 3/25/16		
17	5	720	04/04/16	04/15/16	04/22/16	04/29/16	9	9	9	9	Fall Day/Planning Day 4/4/16		
18	4	721	04/18/16	04/29/16	05/06/16	05/13/16	10	10	10	10			
19	3	722	05/02/16	05/13/16	05/20/16	05/27/16	10	10	10	10	Early Dismissal (Elem. Café Asst./Van Drivers) 3/13/16		
20	2	728	05/16/16	05/27/16	06/07/16	06/15/16	10	10	10	10	Memorial Day 5/30/16		
21	1	731	05/30/16	06/01/16	06/22/16	06/30/16	4	4	4	2	Early Dismissal (Jr/Sr High Café Asst./Van Drivers) 6/3/16		
							188	185	185	183	Total Paid Days		



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

Non-Work/Non-Paid Days		** Early Dismissal Days	
12/17/2015	12/18/2015	10/30/2015	12/18/2015
12/18/2015		12/18/2015	

Board Adopted



Clay County School Board

Substitute /Part-Time Support/Temporary Adult Labor

Payroll Calendars 2015-2016

Charles Van Zant Jr.
Superintendent of Schools

PAY TYPES: H3, H4, H5, SB

PERIOD	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY
1	704	08/10/15	08/14/15	08/24/15	08/31/15
2	705	08/17/15	08/28/15	09/08/15	09/15/15
3	706	08/31/15	09/11/15	09/23/15	09/30/15
4	707	09/14/15	09/25/15	10/08/15	10/15/15
5	708	09/28/15	10/09/15	10/23/15	10/30/15
6	709	10/12/15	10/23/15	11/05/15	11/13/15
7	710	10/26/15	11/06/15	11/13/15	11/30/15
8	711	11/09/15	11/27/15	12/03/15	12/10/15
9	712	11/30/15	12/11/15	12/10/15	12/17/15
10	713	12/14/15	01/01/16	01/08/16	01/15/16
11	714	01/04/16	01/15/16	01/22/16	01/29/16
12	715	01/18/16	01/29/16	02/05/16	02/12/16
13	716	02/01/16	02/12/16	02/22/16	02/29/16
14	717	02/15/16	02/26/16	03/04/16	03/11/16
15	718	02/29/16	03/18/16	03/23/16	03/31/16
16	719	03/21/16	04/01/16	04/08/16	04/15/16
17	720	04/04/16	04/15/16	04/22/16	04/29/16
18	721	04/18/16	04/29/16	05/06/16	05/13/16
19	722	05/02/16	05/13/16	05/20/16	05/27/16
20	728	05/16/16	05/27/16	06/07/16	06/15/16
21	731	05/30/16	06/07/16	06/22/16	06/30/16
Refer to Summer Schedule after 6/7/16					

Board Adopted


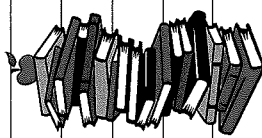


Charles Van Zant Jr.
Superintendent of Schools

Clay County School Board 11 Month Employees

Payroll Calendars 2015-2016

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY: 	Instructional/Admin. Support 7/20/15 thru 6/16/16 A1,T8,TE,D8	NON-WORK NON-PAID DAYS	PAID HOLIDAY	NOTES	
1	24	703	07/20/15	07/31/15	08/06/15	08/14/15	10			4-Day Work Week Ends 8/7/15 (must adjust hours per day)	
2	23	704	08/03/15	08/14/15	08/24/15	08/31/15	10			Insurance Deductions Begin	
3	22	705	08/17/15	08/28/15	09/08/15	09/15/15	10		Labor Day 9/07/15		
4	21	706	08/31/15	09/11/15	09/23/15	09/30/15	10				
5	20	707	09/14/15	09/25/15	10/08/15	10/15/15	10				
6	19	708	09/28/15	10/09/15	10/23/15	10/30/15	10				
7	18	709	10/12/15	10/23/15	11/05/15	11/13/15	10				
8	17	710	10/26/15	11/06/15	11/13/15	11/30/15	10		Veterans Day 11/11/15		
9	16	711	11/09/15	11/27/15	12/03/15	12/10/15	11	Thanksgiving Holiday 11/23/15-11/25/15,11/27/15	Thanksgiving 11/26/15		
10	15	712	11/30/15	12/11/15	12/10/15	12/17/15	10				
11	14	713	12/14/15	01/01/16	01/08/16	01/15/16	7	Winter Break 12/21-12/24/15, 12/28/15-12/31/15	Christmas Day 12/25/15 New Year's Day 1/01/16		
12	13	714	01/04/16	01/15/16	01/22/16	01/29/16	10		Martin Luther King Jr. 1/18/16		
13	12	715	01/18/16	01/29/16	02/05/16	02/12/16	10				
14	11	716	02/01/16	02/12/16	02/22/16	02/29/16	10				
15	10	717	02/15/16	02/26/16	03/04/16	03/11/16	9	President's Day 2/15/16			
16	9	718	02/29/16	03/18/16	03/23/16	03/31/16	10	Spring Break 3/14-3/18/16			
17	8	719	03/21/16	04/01/16	04/08/16	04/15/16	10		Good Friday 3/25/16		
18	7	720	04/04/16	04/15/16	04/22/16	04/29/16	10			Planning and Inservice Days 4/4/16	
19	6	721	04/18/16	04/29/16	05/06/16	05/13/16	10				
20	5	722	05/02/16	05/13/16	05/20/16	05/27/16	10				
21	4	728	05/16/16	05/27/16	06/07/16	06/15/16	10				
22-24	1-3	729-731	05/30/16	06/10/16	06/22/16	06/30/16	9	Memorial Day 05/30/16		Last Insurance Ded. (3) Summer Checks 4-day work week starts 6/6/16 6/16/16 (3.75 hours)	
							216	Total Paid Days	D8 & TE only 22 checks		

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

Board Adopted



Charles Van Zant Jr.
Superintendent of Schools

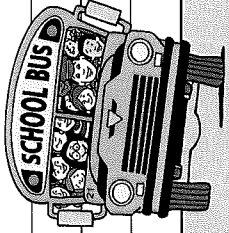
Clay County School Board

9 Month Transportation/Adult Education

Payroll Calendars 2015-2016

Official Work Week: Sunday-Saturday

PERIOD	REM CKS	RUN #	BEGIN DATE	END DATE	DUE DATE	PAYDAY	Bus Drivers, Monitors & Fuel Assistant 8/17/2015 6/3/2016 D9,H6,SJ,SD,SM	NON-WORK NON-PAID DAYS	PAID HOLIDAYS	NOTES	
											Total Paid Days
1	21	704	* 08/17/15	08/19/15	08/24/15	08/31/15	3				
2	20	705	* 08/20/15	08/29/15	09/08/15	09/15/15	7			Insurance Deductions Begin	
3	19	706	08/30/15	09/12/15	09/23/15	09/30/15	10		Labor Day 9/07/15		
4	18	707	09/13/15	09/26/15	10/08/15	10/15/15	10				
5	17	708	09/27/15	10/10/15	10/23/15	10/30/15	10				
6	16	709	10/11/15	10/24/15	11/05/15	11/13/15	9	Planning Day 10/12/15			
7	15	710	10/25/15	11/07/15	11/13/15	11/30/15	10				
8	14	711	11/08/15	11/28/15	12/03/15	12/10/15	11	Thanksgiving Holiday 11/23-25 & 11/27/15	Veterans Day 11/11/15 Thanksgiving 11/26/15		
9	13	712	11/29/15	12/12/15	12/10/15	12/17/15	10				
10	12	713	12/13/15	01/02/16	01/08/16	01/15/16	7	Winter Break 12/21-12/24/15, 12/28-12/31/15	Christmas Day 12/25/15 New Year's Day 1/01/16		
11	11	714	01/03/16	01/16/16	01/22/16	01/29/16	8	Planning Day 1/4/16 Inservice Day 1/5/16			
12	10	715	01/17/16	01/30/16	02/05/16	02/12/16	10		Martin Luther King Jr. 1/18/16		
13	9	716	01/31/16	02/13/16	02/22/16	02/29/16	10				
14	8	717	02/14/16	02/27/16	03/04/16	03/11/16	9	President's Day 2/15/16			
15	7	718	02/28/16	03/19/16	03/23/16	03/31/16	10	Spring Break 3/14/16-3/18/16			
16	6	719	03/20/16	04/02/16	04/08/16	04/15/16	9	Good Friday 3/25/16			
17	5	720	04/03/16	04/16/16	04/22/16	04/29/16	9	Fair Day/Planning Day 4/04/16			
18	4	721	04/17/16	04/30/16	05/06/16	05/13/16	10				
19	3	722	05/01/16	05/11/16	05/20/16	05/27/16	10				
20	2	728	05/15/16	05/28/16	06/07/16	06/15/16	10				
21	1	731	05/29/16	06/03/16	06/22/16	06/30/16	4	Memorial Day 5/30/16			
							186	Total Paid Days			



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

Charles Van Zant Jr.
Superintendent of Schools



Clay County School Board Summer Schedule Payroll Calendar 2014-2015/2015-2016

PERIOD	RUN#	BEGIN DATE	END DATE	DUE DATE	PAYDAY	Voluntary Pre-Kindergarten (VPK) Monday -Friday	Part-Time Substitutes Temp Adult Labor	Third Grade Summer Reading Camp 2015 High School/Junior High and Grade 6 Algebra I and Algebra I-Boot Camp Exceptional Student Education Extended School Year Any other Instructional Summer Classes
1	632	06/08/15	06/30/15	06/29/15	07/08/15	6/8/2015 17	Start 6/08/15 17	Please see individual calendars for number of day and hours worked.
2	702	07/01/15	07/10/15	07/22/15	07/30/15	**7/2/2015 & 7/3/2015 6	**7/3/2014 7	Please see individual calendars for number of day and hours worked.
3	703	07/13/15	07/31/15	08/06/15	08/14/15	15 End 7/31/15 (7:30 to 12:30 a.m.)	15	Please see individual calendars for number of day and hours worked.
4	704	08/03/15	08/10/15	08/24/15	08/31/15	38 End 8/07/15	5 End 8/07/15	Please see individual calendars for number of day and hours worked.
TOTAL DAYS						38	44	

Board Adopted

** Independence Day (Non-Work/Non-Paid Day)

*With the varied summer schedules this year, the responsibility for proper reporting must be placed on the schools and departments.