

ARLINGTON COMMUNITY SCHOOLS
TIME SHEET SCHEDULE
12 MONTH OPERATIONS EMPLOYEES
2023- 2024
FINAL 6/1/23

FISCAL PAY PERIOD	# ATTENDANCE/ HOLIDAYS		ACTUAL DAYS WORKED					PAYROLL DATE
			M	T	W	T	F	
1	0	JUNE					16	7/14
		JUNE	19	20	21	22	23	
		JUNE	26	27	28	29	30	
2	10	JULY	*3	4	5	6	7	7/31
		JULY	10	11	12	13	14	
3	11	JULY	17	18	19	20	21	8/15
		JULY	24	25	26	27	28	
		JULY	31					
4	11	AUGUST		1	2	3	4	8/31
		AUGUST	7	8	9	10	11	
		AUGUST	14	15				
5	12	AUGUST	21	22	16	17	18	9/15
		AUGUST	28	29	23	24	25	
6	11	SEPTEMBER					1	9/29
		SEPTEMBER	4	5	6	7	8	
		SEPTEMBER	11	12	13	14	15	
7	10	SEPTEMBER	18	19	20	21	22	10/13
		SEPTEMBER	25	26	27	28	29	
8	10	OCTOBER	2	3	4	5	6	10/31
		OCTOBER	9	10	11	12	13	
9	12	OCTOBER	16	17	18	19	20	11/15
		OCTOBER	23	24	25	26	27	
		OCTOBER	30	31				
10	11	NOVEMBER			1	2	3	11/30
		NOVEMBER	6	7	8	9	10	
		NOVEMBER	13	14	15			
11	11	NOVEMBER				16	17	12/15
		NOVEMBER	20	21	22	23	24	
		NOVEMBER	27	28	29	30		
12	11	DECEMBER					1	12/29
		DECEMBER	4	5	6	7	8	
		DECEMBER	11	12	13	14	15	
13	10	DECEMBER	18	19	20	21	22	1/12
		DECEMBER	25	26	27	28	29	
14	11	JANUARY	1	2	3	4	5	1/31
		JANUARY	8	9	10	11	12	
		JANUARY	15					
15	12	JANUARY		16	17	18	19	2/15
		JANUARY	22	23	24	25	26	
		JANUARY	29	30	31			
		FEBRUARY				1	2	

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			M	T	W	T	F	
16	11	FEBRUARY	5	6	7	8	9	2/29
		FEBRUARY	12	13	14	15		
17	10	FEBRUARY					16	3/15
		FEBRUARY	19	20	21	22	23	
		FEBRUARY	26	27	28	29		
18	11	MARCH					1	3/28
		MARCH	4	5	6	7	8	
		MARCH	11	12	13	14	15	
19	10	MARCH	18	19	20	21	22	4/15
		MARCH	25	26	27	28	29	
20	11	APRIL	1	2	3	4	5	4/30
		APRIL	8	9	10	11	12	
		APRIL	15					
21	11	APRIL		16	17	18	19	5/15
		APRIL	22	23	24	25	26	
		APRIL	29	30				
22	11	MAY			1	2	3	5/31
		MAY	6	7	8	9	10	
		MAY	13	14	15			
23	12	MAY				16	17	6/14
		MAY	20	21	22	23	24	
		MAY	27	28	29	30	31	
24	10	JUNE	3	4	5	6	7	6/28
		JUNE	10	11	12	13	14	
25	10	JUNE	17	18	19	20	21	7/15
		JUNE	24	25	26	27	28	

260	TOTAL DAYS		
<u>(10)</u>	DISCRETIONARY DAYS		(5 to be taken July 1- December 31)
250	TOTAL DAYS		(5 to be taken January 1- June 30)

EMPLOYEES ON THIS CALENDAR ARE PAID TO DATE, JULY 1ST - JUNE 30TH.
CUT-OFF DATES REFLECT ATTENDANCE REPORTING.

Previous Fiscal Year

Holiday - Offices Closed - Days included in Total Days 14

***Note - Due to Veterans Day falling on a Saturday, November 11th - July 3rd will be a PAID Holiday for FY24.**