

**SAMPLE - 200-Day Minimum Contract School Staff Calendar**  
**2023/24**

	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
AUGUST		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		AUG 19
SEPTEMBER					1	4 H	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	SEPT 20
OCTOBER	2	3	4	5	6	9 F	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				OCT 21
NOVEMBER			1	2	3	6	7	8	9	10 H	13	14	15	16	17	20	21	22	23 H	24	27	28	29	30		NOV 16
DECEMBER					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25 H	26	27	28	29	DEC 15
JANUARY	1 H	2	3	4	5	8	9	10	11	12	15 H	16	17	18	19	22	23	24	25	26	29	30	31			JAN 17
FEBRUARY				1	2	5	6	7	8	9	12	13	14	15	16 F	19 H	20	21	22	23	26	27	28	29		FEB 19
MARCH					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	MAR 16
APRIL	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30				APR 17
MAY			1	2	3 F	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27 H	28	29	30	31	MAY 21
JUNE	3	4	5	6	7	10	11	12	13	14	17	18	19 H	20	21	24	25	26	27	28						JUNE 19
																										Total Possible Work Days 200

	Minimum Contracted work days
	*Possible work days or days off depending on school needs
H	Federal Holidays - Non-contracted days
F	Floating day - School closure

\*School support staff receive different opportunities for time off during school breaks depending on school needs, and are not guaranteed time off simply because it is a school break. Prior approval from your supervisor is required. Please refer to the employee handbook for more information.