


2020-2021 Two Media Clerks Timecard


Total Hours Allotted for the 2019-2020 School Year: **1080** hours

Flex Hours for the 2019-2020 School Year: **18** hours

M	T	W	Th	F	Total	M	T	W	Th	F	Total	M	T	W	Th	F	Total	Total Hours
August						August												0
Aug. 3	4	5	6	7	0	Aug. 10	11	12	13	14	0							0
August						August												30
Aug. 17	18	19	20	21	0	Aug. 24	25	26	27	28	30							30
September						September												54
Aug. 31	Sep. 1	2	3	4	30	Sep. 7	8	9	10	11	24							54
September						September												54
Sep. 14	15	16	17	18	30	Sep. 21	22	23	24	25	24							54
September						October												60
Sep. 28	29	30	Oct. 1	2	30	Oct. 5	6	7	8	9	30							60
October						October												54
Oct. 12	13	14	15	16	30	Oct. 19	20	21	22	23	24							54
October						November												60
Oct. 26	27	28	29	30	30	Nov. 2	3	4	5	6	30							60
November						November												60
Nov. 9	10	11	12	13	30	Nov. 16	17	18	19	20	30							60
November						December						42						
Nov. 23	24	25	26	27	12	Nov. 30	Dec. 1	2	3	4	30	42						
December						December						60						
Dec. 7	8	9	10	11	30	Dec. 14	15	16	17	18	30	60						
																	Fall Total Hours	474

M	T	W	Th	F	Total	M	T	W	Th	F	Total	M	T	W	Th	F	Total	Total Hours						
December						January						January												
Dec. 28	29	30	31	Jan. 1	0	Jan. 4	5	6	7	8	30							30						
January						January												January						
Jan. 11	12	13	14	15	24	Jan. 18	19	20	21	22	24							Jan. 25	26	27	28	29	30	78
February						February																		
Feb. 1	2	3	4	5	30	Feb. 8	9	10	11	12	24													54
February						February																		
Feb. 15	16	17	18	19	24	Feb. 22	23	24	25	26	30													54
March						March																		
Mar. 1	2	3	4	5	30	Mar. 8	9	10	11	12	30													60
March						March																		
Mar. 15	16	17	18	19	30	Mar. 22	23	24	25	26	24													54
March						April																		
Mar. 29	30	31	Apr. 1	2	0	Apr. 5	6	7	8	9	30													30
April						April																		
Apr. 12	13	14	15	16	30	Apr. 19	20	21	22	23	30							60						
April						May						May												
Apr. 26	27	28	29	30	30	May 3	4	5	6	7	30	May 10	11	12	13	14	30	90						
May						May																		
May 17	18	19	20	21	30	May 24	25	26	27	28	30							60						
June						June																		
May 31	Jun. 1	2	3	4	18	Jun. 7	8-Jan	9-Jan	10-Jan	11-Jan	0							18						
																	Spring Total Hours	588						

 = Schools closed; cannot work on these days

 = Student non-attendance day; flex hours can be used on these days (with prior Principal approval)