


# 2021-2022 Reduced Hours Media Clerk Timecard


Total Hours Allotted for the 2021-2022 School Year: **864** hours

Flex Hours for the 2021-2022 School Year: **5** 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. 2	3	4	5	6		Aug. 9	10	11	12	13														
August						August																		
Aug. 16	17	18	19	20	24	Aug. 23	24	25	26	27	24							48						
September						September						September												
Aug. 30	31	Sep. 1	2	3	24	Sep. 6	7	8	9	10	20	Sep. 13	14	15	16	17	20	64						
September						September												44						
Sep. 20	21	22	23	24	24	Sep. 27	28	29	30	Oct. 1	20													
October						October																		
Oct. 4	5	6	7	8	24	Oct. 11	12	13	14	15	24							48						
October						October												35						
Oct. 18	19	20	21	22	15	Oct. 25	26	27	28	29	20													
November						November																		
Nov. 1	2	3	4	5	24	Nov. 8	9	10	11	12	24							48						
November						November												34						
Nov. 15	16	17	18	19	24	Nov. 22	23	24	25	26	10													
December						December																		
Nov. 29	30	Dec. 1	2	3	20	Dec. 6	7	8	9	10	24							44						
December						December						December												
Dec. 13	14	15	16	17	24	Dec. 20	21	22	23	24		Dec. 27	28	29	30	31		24						
																	Fall Total Hours	<b>389</b>						

M	T	W	Th	F	Total	M	T	W	Th	F	Total	M	T	W	Th	F	Total	Total Hours	
January						January													
Jan. 3	4	5	6	7	24	Jan. 10	11	12	13	14	20								
January						January													
Jan. 17	18	19	20	21	20	Jan. 24	25	26	27	28	24								
February						February													
Jan. 31	1	2	3	4	24	Feb. 7	8	9	10	11	20								
February						February													
Feb. 14	15	16	17	18	24	Feb. 21	22	23	24	25	15								
March						March													
Feb. 28	Mar. 1	2	3	4	24	Mar. 7	8	9	10	11	24								
March						March						March							
Mar. 14	15	16	17	18	24	Mar. 21	22	23	24	25	20	Mar. 28	29	30	31	Apr. 1	24	68	
April						April													
Apr. 4	5	6	7	8		Apr. 11	12	13	14	15	24								
April						April													
Apr. 18	19	20	21	22	24	Apr. 25	26	27	28	29	24								
May						May													
May 2	3	4	5	6	24	May 9	10	11	12	13	24								
May						May													
May 16	17	18	19	20	24	May 23	24	25	26	27	24								
June						June													
May 30	31	Jun. 1	2	3	15	Jun. 6	7	8	9	10									
																	Spring Total Hours	470	

 = Schools closed; cannot work on these days

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