

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Payroll Department**

**Site Administered**

**2023-2024 School Year Calendar**

**Certificated Schedule**

**X = Contract Days**

**H = Mandated or Declared Holiday**

**P = Prep Days**

Name: \_\_\_\_\_

Empl ID #: \_\_\_\_\_

Job Title: \_\_\_\_\_

Location Name/Loc #: \_\_\_\_\_

Work Telephone: \_\_\_\_\_

**191 Days - Psychologist - Traditional**

	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	CUM TOTALS	
JULY	3	H/4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					Jul		
AUGUST		1	2	3	4	7	8	9	10	11	14	15	P/16	P/17	P/18	21	22	23	24	25	28	29	30	31		Aug		
SEPTEMBER					1	H/4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Sep		
OCTOBER	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				Oct		
NOVEMBER			1	2	3	6	7	8	9	H/10	13	14	15	16	17	20	21	22	H/23	H/24	27	28	29	30		Nov		
DECEMBER					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	H/22	H/25	26	27	28	H/29	Dec		
JANUARY	H/1	2	3	4	5	8	9	10	11	12	H/15	16	17	18	19	22	23	24	25	26	29	30	31			Jan		
FEBRUARY				1	2	5	6	7	8	9	12	13	14	15	H/16	H/19	20	21	22	23	26	27	28	29		Feb		
MARCH					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Mar		
APRIL																										Apr		
MAY	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	P/26	29	30				May		
JUNE			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	H/27	28	29	30	31	Jun		
	3	4	5	6	P/7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						Total		

**Time and Labor Calendar = C10 TPSYCH**

\_\_\_\_\_  
(Employee Signature) (Date)

\_\_\_\_\_  
(Principal/Department Head Signature) (Date)

PAYROLL USE ONLY
Input Date:
Input By:
Pay Group:

I have discussed this work schedule with the employee and am approving it in order to meet instructional/program requirements.