

Southgate Independent Schools - Work Schedule
July 1, 2018-June 30, 2019

Greg Duty
Employee Name

Superintendent
Job Title

240
Contract Days

	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	TOTALS	SCHOOL DAYS						
June 2018					1	4	5	6	7	8		11	12	13	14	15		18	19	20	21	22		25	26	27		28	29	June	0		
July	1	NC	NC	NC	NC	1	1	1	1	NC		NC	NC	NC	NC	1		1	1	1	NC	1		1	1				July	17	0		
August				1	2	3		6	7	8	9	10		13	14	15	16	17		20	21	22	23	24		27	28	29	30	31	August	21	12
Sept	1	1	1	1	1	1	1	1	1	1	1		17	O/RF	PD	K			1	1	1	1	1							Sept	20	19	
Oct	1	1	1	1	1	0.5	1	1	1	1	1		15	16	17	18	19		22	23	24	25	26	27	29	30	31		Oct	22.5	20		
Nov				1	2		5	6	7	8	9		12	13	14	15	16		19	20	21	22	23		26	27	28	29	30	Nov	20	17	
Dec	1	1	1	1	1	1	1	1	1	1	1		17	18	19	20	21	23	24	25	26	27	28		31					Dec	17.5	15	
Jan 2018		1	NC	1	1		7	8	9	10	11		14	15	16	17	18		21	22	23	24	25	27	28	29	30	31		Jan	22.5	18	
Feb					1		4	5	6	7	8		11	12	13	14	15		18	19	20	21	22		25	26	27	28		Feb	20	19	
Mar					1		4	5	6	7	8		11	12	13	14	15		18	19	20	21	22		25	26	27	28	29	Mar	21	19	
Apr	1	1	NC	1	1		8	9	10	11	12		15	16	17	18	19		22	23	24	25	26		29	30				Apr	21	17	
May			1	2	3		6	7	8	9	10		13	14	15	16	17		20	21	22	23	24		27	28	29	30	31	May	22	16	
June 2018	1	NC	NC	1	1	1	1	1	1	1	1		16	17	18	19	20	21	1	24	25	26	27	28						June	19.5	0	
Totals																															240	172	

NC = Non-Contract Day (non-paid day) Indicate a Non-Contract Day by placing "NC" in the space
V = Vacation Day (paid day) Indicate a Vacation Day by placing a "1" and "V" in the space
H = Holiday (paid day) S = Sick Day Indicate a Holiday by placing a "1" and "H" in the space
E = Election Day PD = Professional Development Day O = Opening Day C = Closing Day RF = Ready Fest
PT=ParentTchrConf K = First Day for Students
L = Last Day for Students

Employee Signature _____ Date _____

Noted: 16.5 vacation days carried over from 2017-18
15 vacation days granted for 2018-19
11.5 vacation days used for 2018-19
20 total vacation days remaining