

# BALLARD COUNTY BOARD OF EDUCATION

**2022 - 2023**

- 1** Certified/Classified employees ARE TO SUBMIT A PROPOSED WORKING CALENDAR TO THE CENTRAL OFFICE INDICATING PLANNED WORKING DAYS. Please plan non-working days on non-school days when possible.
- 2** The SIX paid holidays included in the year are: Jul. 4, Sep. 5, Nov. 24, Dec. 26, Dec. 30, 2022; May 29, 2023.
- 3** Your supervisor (principal, etc.) must approve days employee does not work.

	OD / CD - Opening / Closing day					FS / LS - First / Last day students					PD - Professional Dev					FB - Fall break			NS - No School							
	H - Holiday															SB - Spring break										
	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	# DAYS
<b>JUL</b>					1	H 4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	21
<b>AUG</b>	1	2	3	4	5	8	PD 9	PD 10	PD 11	OD 12	PD 15	FS 16	17	18	19	22	23	24	25	26	29	30	31			23
<b>SEP</b>				1	2	H 5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	22
<b>OCT</b>	FB 3	FB 4	FB 5	FB 6	FB 7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					21
<b>NOV</b>		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	PD 23	H 24	NS 25	28	29	30			22
<b>DEC</b>				1	2	5	6	7	8	9	12	13	14	15	16	NS 19	NS 20	NS 21	NS 22	NS 23	H 26	NS 27	NS 28	NS 29	H 30	22
<b>JAN</b>	2	3	4	5	6	9	10	11	12	13	NS 16	17	18	19	20	23	24	25	26	27	30	31				22
<b>FEB</b>			1	2	3	6	7	8	9	10	13	14	15	16	17	PD 20	21	22	23	24	27	28				20
<b>MAR</b>			1	2	3	6	7	8	9	10	13	14	15	16	PD 17	20	21	22	23	24	27	28	29	30	31	23
<b>APR</b>	SB 3	SB 4	SB 5	SB 6	SB 7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						20
<b>MAY</b>	1	2	3	4	5	8	9	10	11	12	15	16	17	18	LS 19	CD 22	23	24	25	26	H 29	30	31		23	
<b>JUN</b>				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	22

TOTAL # DAYS WORKED FOR YEAR: \_\_\_\_\_

TOTAL # OF DAYS POSSIBLE TO WORK: **261**

Employee's Signature \_\_\_\_\_ DATE: \_\_\_\_\_

Position: \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ DATE: \_\_\_\_\_

# of days employed: \_\_\_\_\_

