

TCESC CLASSROOM ASSISTANT WORK CALENDAR 2010 - 2011 — GREEN

Name _____ Program _____ Unit location (District & Building) _____ Date submitted _____ Supervisor/Director Approval _____

SHADED HOLIDAYS:

Labor Day: September 6, 2010
 Martin Luther King Day: January 17, 2011

Thanksgiving: November 25 & 26, 2010
 Good Friday: April 22, 2011

Christmas: December 24 & 27, 2010
 Memorial Day: May 30, 2011

New Year's Day: December 31, 2010

CLASSROOM DAYS: 178

IN-SERVICE DAYS: 2

Date	Days	Reason
Aug. 17, 2010	1	Convocation

CLERICAL AND/OR PARENT CONFERENCE DAYS: 4

Date	Days	Reason

TOTAL WORK DAYS: 184
HOLIDAYS: 9
TOTAL PAID DAYS: 193

INSTRUCTIONS:

- Place an X on each date you are *not* working.
- Tally the number of work days in each month. The total number of work days must equal 184.
- Submit a copy to your supervisor/director by August 17, 2010.
- Complete a new calendar each time you make revisions. Calendars are available on the TCESC web site under forms.
- Submit all revised copies to the supervisor/director for approval.
- Copy approved calendar to human resources, program secretary, treasurer and supervisor/director.

<p>August 2010</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th></tr> </thead> <tbody> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td></tr> </tbody> </table> <p style="text-align: right;">□ 22</p>	M	T	W	T	F	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				<p>December 2010</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th></tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </tbody> </table> <p style="text-align: right;">□ 20</p>	M	T	W	T	F			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	<p>April 2011</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> </tbody> </table> <p style="text-align: right;">□ 20</p>	M	T	W	T	F					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29					
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