

8701 Otterburn Road, Suite 101  
 Amelia Court House, Virginia 23002

*Office of Instruction*

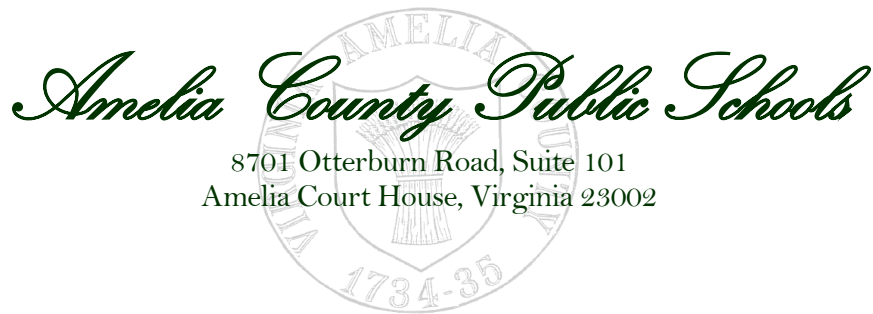
Schedule of Work Days by Contract and Pay Dates: 2021-2022- **APPROVED**

**TEN-MONTH EMPLOYEES:** (Instructional Staff - 200 day contract; SPED Coordinators and School Librarians- 205 day contract; Reading Specialist- 210 day contract; School Counselors- 215 day contract)

Month	Work Days	Number of Days Worked
July 2021	(New Teachers) 28, 29, 30	3
August 2021	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30, 31	22
September 2021	1, 2, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30	20
October 2021	1, 4, 5, 6, 7, 8, 11, 12, 13, 14, 15, 18, 19, 20, 21, 22, 25, 26, 27, 28, 29	21
November 2021	1, 2, 3, 4, 5, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 29, 30	19
December 2021	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17	13
January 2022	3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 18, 19, 20, 21, 24, 25, 26, 27, 28, 31	20
February 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 22, 23, 24, 25, 28	19
March 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31	23
April 2022	1, 11, 12, 13, 14, 15, 19, 20, 21, 22, 25, 26, 27, 28, 29	15
May 2022	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27	20
Other	2 parent teacher conference nights (extended work days)	1
<b>Contracted Days = 200</b>		<b>196/193</b>

**TEN-MONTH EMPLOYEES:** (Paraprofessionals, Office Aides, Nurses- 184 day contract)

Month	Work Days	Number of Days Worked
August 2021	2, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30, 31 (plus 2 additional days to include either 3, 4, 5, 6, 9, or 10- admin determination)	18
September 2021	1, 2, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30	20
October 2021	1, 4, 5, 6, 7, 8, 11, 12, 13, 14, 18, 19, 20, 21, 22, 25, 26, 27, 28, 29	20
November 2021	3, 4, 5, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 29, 30	17
December 2021	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17	13
January 2022	3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 18, 19, 20, 21, 24, 25, 26, 27, 28, 31	20
February 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 22, 23, 24, 25, 28	19
March 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 21, 22, 23, 24, 25, 28, 29, 30, 31	22
April 2022	1, 11, 12, 13, 14, 15, 19, 20, 21, 22, 25, 26, 27, 28, 29	15
May 2022	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27	20
<b>Contracted Days = 184</b>		<b>184</b>



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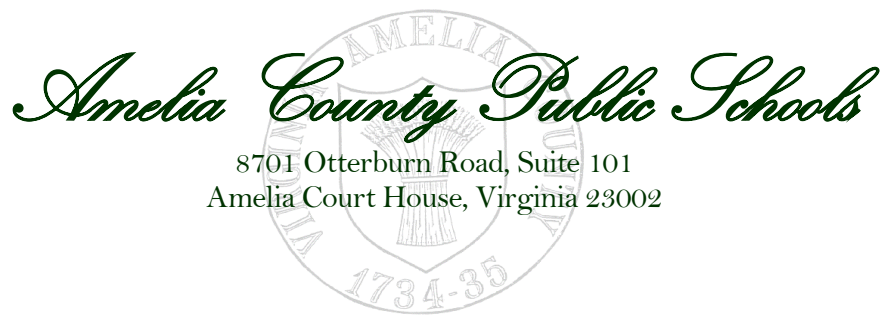
**TEN-MONTH EMPLOYEES: (Bus Drivers- 181 day contract)**

Month	Work Days	Number of Days Worked
August 2021	2, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30, 31	16
September 2021	1, 2, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30	20
October 2021	1, 4, 5, 6, 7, 8, 11, 12, 13, 14, 18, 19, 20, 21, 22, 25, 26, 27, 28, 29	20
November 2021	3, 4, 5, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 29, 30	17
December 2021	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17	13
January 2022	3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 18, 19, 20, 21, 24, 25, 26, 27, 28, 31	20
February 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 22, 23, 24, 25, 28	19
March 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 21, 22, 23, 24, 25, 28, 29, 30, 31	22
April 2022	1, 11, 12, 13, 14, 15, 19, 20, 21, 22, 25, 26, 27, 28, 29	15
May 2022	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26	19
	<b>Contracted Days = 181</b>	<b>181</b>

**ELEVEN-MONTH EMPLOYEES:**

(School Psychologist, Instructional Coaches, Division ITRT, ACHS Athletic Director- 220 day contract)

Month	Work Days	Number of Days Worked
July 2021	1, 2, 6, 7, 8, 9, 12, 13, 14, 15, 16, 19, 20, 21, 22, 23, 26, 27, 28, 29, 30	21
August 2021	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30, 31	22
September 2021	1, 2, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30	20
October 2021	1, 4, 5, 6, 7, 8, 11, 12, 13, 14, 15, 18, 19, 20, 21, 22, 25, 26, 27, 28, 29	21
November 2021	1, 2, 3, 4, 5, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 29, 30	19
December 2021	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17	13
January 2022	3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 18, 19, 20, 21, 24, 25, 26, 27, 28, 31	20
February 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 22, 23, 24, 25, 28	20
March 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31	23
April 2022	1, 11, 12, 13, 14, 15, 19, 20, 21, 22, 25, 26, 27, 28, 29	15
May 2022	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 31	21
Other	2 parent teacher conference nights (extended work days)	1
	<b>Contracted Days = 220</b>	<b>216</b>



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**TWELVE-MONTH EMPLOYEES (260 day contract)**

Month	Work Days	Number of Days Worked
July 2021	1, 2, 6, 7, 8, 9, 12, 13, 14, 15, 16, 19, 20, 21, 22, 23, 26, 27, 28, 29, 30	21
August 2021	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30, 31	22
September 2021	1, 2, 3, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30	20
October 2021	1, 4, 5, 6, 7, 8, 11, 12, 13, 14, 15, 18, 19, 20, 21, 22, 25, 26, 27, 28, 29	21
November 2021	1, 2, 3, 4, 5, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 29, 30	19
December 2021	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 28, 29	17
January 2022	3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 18, 19, 20, 21, 24, 25, 26, 27, 28, 31	20
February 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 22, 23, 24, 25, 28	19
March 2022	1, 2, 3, 4, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31	23
April 2022	1, 6, 7, 8, 11, 12, 13, 14, 15, 19, 20, 21, 22, 25, 26, 27, 28, 29	18
May 2022	2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 31	21
June 2022	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 21, 22, 23, 24, 27, 28, 29, 30	21
Other	Paid Holidays: July 5, September 6, November 24, November 25, November 26, December 22, December 23, December 24, December 27, December 30, December 31, January 17, February 21, April 4, April 5, April 18, May 30, June 20	18
<b>Contracted Days = 260</b>		<b>260</b>

**Notice of Pay Dates for FY 2022**

July 15, 2021	July 30, 2021
August 13, 2021	August 31, 2021
September 15, 2021	September 30, 2021
October 15, 2021	October 29, 2021
November 15, 2021	November 23, 2021
December 10, 2021	December 17, 2021
January 14, 2022	January 31, 2022
February 15, 2022	February 28, 2022
March 15, 2022	March 31, 2022
April 15, 2022	April 29, 2022
May 13, 2022	May 31, 2022
June 15, 2022	June 30, 2022