

EMPLOYEE CALENDARS	
FY 2016	
PAGE	ITEM
1	CONTENTS
2	180
3	183
4	190
5	200
6	210
7	220
8	240

EMPLOYEE CALENDARS 2015-2016



FORSYTH COUNTY SCHOOLS

Work schedules are coordinated by Employee Calendars to ensure essential district needs are addressed effectively and efficiently. This calendar designates weekdays that every employee covered by it is expected to perform designated duties and responsibilities at the assigned work site unless excused in accordance with applicable laws, policies, procedures or directives. Attendance at work is especially important on certain dates during the year designated by the district as "CRITICAL DAYS." The use of **PERSONAL LEAVE** is **NOT** permitted on these critical days: >> the day before or the day after a holiday; >> during pre-planning and post planning; or >> on in-service days. **NOTE: CALENDARS ARE SUBJECT TO CHANGE DUE TO BUDGET OR WEATHER.**

ER Early Release for Students H Holiday IW Inclement Weather Day Taken

JULY				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23 H	24 H	25 H	26 H	27 H
30				

MARCH				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11 ER
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

DECEMBER				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21 H	22 H	23 H	24 H	25 H
28 H	29 H	30 H	31 H	

APRIL				
MON	TUE	WED	THU	FRI
				1
4 H	5 H	6 H	7 H	8 H
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUG 6 FIRST SCHEDULED WORKDAY: 180

SEPTEMBER				
MON	TUE	WED	THU	FRI
	1	2 ER	3	4
7 H	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28 H	29 H	30 H		

JANUARY				
MON	TUE	WED	THU	FRI
				1 H
4 H	5	6	7	8
11	12	13	14	15
18 H	19	20	21	22
25	26	27	28	29

MAY				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

MAY 27 - LAST SCHEDULED WORKDAY: 180

OCTOBER				
MON	TUE	WED	THU	FRI
			1 H	2 H
5	6	7	8	9
12	13	14	15	16
19	20	21 ER	22 ER	23 H
26	27	28	29	30

FEBRUARY				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12 H
15 H	16 H	17	18	19
22	23	24	25	26
29				

JUNE				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

EMPLOYEE CALENDARS 2015-2016



FORSYTH COUNTY SCHOOLS

Work schedules are coordinated by Employee Calendars to ensure essential district needs are addressed effectively and efficiently. This calendar designates weekdays that every employee covered by it is expected to perform designated duties and responsibilities at the assigned work site unless excused in accordance with applicable laws, policies, procedures or directives. Attendance at work is especially important on certain dates during the year designated by the district as "CRITICAL DAYS." The use of **PERSONAL LEAVE** is **NOT** permitted on these critical days: >> the day before or the day after a holiday; >> during pre-planning and post planning; or >> on in-service days. **NOTE: CALENDARS ARE SUBJECT TO CHANGE DUE TO BUDGET OR WEATHER.**

ER Early Release for Students H Holiday IW Inclement Weather Day Taken

JULY				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23 H	24 H	25 H	26 H	27 H
30				

MARCH				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11 ER
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

DECEMBER				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21 H	22 H	23 H	24 H	25 H
28 H	29 H	30 H	31 H	

APRIL				
MON	TUE	WED	THU	FRI
				1
4 H	5 H	6 H	7 H	8 H
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUG 4 FIRST SCHEDULED WORKDAY: 183

SEPTEMBER				
MON	TUE	WED	THU	FRI
	1	2 ER	3	4
7 H	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28 H	29 H	30 H		

JANUARY				
MON	TUE	WED	THU	FRI
				1 H
4 H	5	6	7	8
11	12	13	14	15
18 H	19	20	21	22
25	26	27	28	29

MAY				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30 H	31			

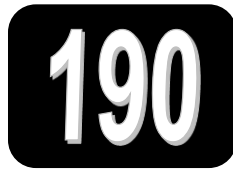
MAY 31 - LAST SCHEDULED WORKDAY: 183

OCTOBER				
MON	TUE	WED	THU	FRI
			1 H	2 H
5	6	7	8	9
12	13	14	15	16
19	20	21 ER	22 ER	23 H
26	27	28	29	30

FEBRUARY				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12 H
15 H	16 H	17	18	19
22	23	24	25	26
29				

JUNE				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

EMPLOYEE CALENDARS 2015-2016



SCHEDULED WORKDAYS

FORSYTH COUNTY SCHOOLS

Work schedules are coordinated by Employee Calendars to ensure essential district needs are addressed effectively and efficiently. This calendar designates weekdays that every employee covered by it is expected to perform designated duties and responsibilities at the assigned work site unless excused in accordance with applicable laws, policies, procedures or directives. Attendance at work is especially important on certain dates during the year designated by the district as "CRITICAL DAYS." The use of **PERSONAL LEAVE** is **NOT** permitted on these critical days: >> the day before or the day after a holiday; >> during pre-planning and post planning; or >> on in-service days. **NOTE: CALENDARS ARE SUBJECT TO CHANGE DUE TO BUDGET OR WEATHER.**

PD Professional Development (Student Holiday) ER Early Release for Students H Holiday

IW Inclement Weather Day Taken

JULY				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

July 30 FIRST SCHEDULED WORKDAY: 190

NOVEMBER				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	H	24	H	25
26	H	27	H	28
30				

MARCH				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11 ER
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

DECEMBER				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	H	22	H	23
24	H	25	H	26
28	H	29	H	30
31				

APRIL				
MON	TUE	WED	THU	FRI
				1
4	H	5	H	6
11		12	13	14
18		19	20	21
25		26	27	28
				29

SEPTEMBER				
MON	TUE	WED	THU	FRI
	1	2 ER	3	4
7	H	8	9	10
14		15	16	17
21		22	23	24
28	H	29	H	30

JANUARY				
MON	TUE	WED	THU	FRI
				1 H
4	PD	5	6	7
11		12	13	14
18	H	19	20	21
25		26	27	28
				29

MAY				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

OCTOBER				
MON	TUE	WED	THU	FRI
			1 H	2 H
5	6	7	8	9
12	13	14	15	16
19	20	21 ER	22 ER	23 PD
26	27	28	29	30

FEBRUARY				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12 H
15	H	16 PD	17	18
22		23	24	25
29				

JUNE				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JUNE 1 - LAST SCHEDULED WORKDAY: 190

EMPLOYEE CALENDARS 2015-2016



FORSYTH COUNTY SCHOOLS

Work schedules are coordinated by Employee Calendars to ensure essential district needs are addressed effectively and efficiently. This calendar designates weekdays that every employee covered by it is expected to perform designated duties and responsibilities at the assigned work site unless excused in accordance with applicable laws, policies, procedures or directives. Attendance at work is especially important on certain dates during the year designated by the district as "CRITICAL DAYS." The use of **PERSONAL LEAVE** is **NOT** permitted on these critical days: >> the day before or the day after a holiday; >> during pre-planning and post planning; or >> in-service days. **NOTE: CALENDARS ARE SUBJECT TO CHANGE DUE TO BUDGET OR WEATHER.**

PD Professional Development (Student Holiday) ER Early Release for Students H Holiday IW Inclement Weather Day Taken

JULY				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JULY 23 FIRST SCHEDULED WORKDAY: 200

NOVEMBER				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23 H	24 H	25 H	26 H	27 H
30				

MARCH				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11 ER
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

DECEMBER				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21 H	22 H	23 H	24 H	25 H
28 H	29 H	30 H	31 H	

APRIL				
MON	TUE	WED	THU	FRI
				1
4 H	5 H	6 H	7 H	8 H
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER				
MON	TUE	WED	THU	FRI
	1	2 ER	3	4
7 H	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28 H	29 H	30 H		

JANUARY				
MON	TUE	WED	THU	FRI
				1 H
4 PD	5	6	7	8
11	12	13	14	15
18 H	19	20	21	22
25	26	27	28	29

MAY				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

OCTOBER				
MON	TUE	WED	THU	FRI
			1 H	2 H
5	6	7	8	9
12	13	14	15	16
19	20	21 ER	22 ER	23 PD
26	27	28	29	30

FEBRUARY				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12 H
15 H	16 PD	17	18	19
22	23	24	25	26
29				

JUNE				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JUNE 8 - LAST SCHEDULED WORKDAY: 200

EMPLOYEE CALENDARS 2015-2016



FORSYTH COUNTY SCHOOLS

Work schedules are coordinated by Employee Calendars to ensure essential district needs are addressed effectively and efficiently. This calendar designates weekdays that every employee covered by it is expected to perform designated duties and responsibilities at the assigned work site unless excused in accordance with applicable laws, policies, procedures or directives. Attendance at work is especially important on certain dates during the year designated by the district as "CRITICAL DAYS." The use of **PERSONAL LEAVE** is **NOT** permitted on these critical days: >> the day before or the day after a holiday; >> during pre-planning and post planning; or >> on in-service days. **NOTE: CALENDARS ARE SUBJECT TO CHANGE DUE TO BUDGET OR WEATHER.**

PD Professional Development (Student Holiday) ER Early Release for Students H Holiday IW Inclement Weather Day Taken

JULY				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JULY 16 FIRST SCHEDULED WORKDAY: 210

NOVEMBER				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23 H	24 H	25 H	26 H	27 H
30				

MARCH				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11 ER
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

DECEMBER				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21 H	22 H	23 H	24 H	25 H
28 H	29 H	30 H	31 H	

APRIL				
MON	TUE	WED	THU	FRI
				1
4 H	5 H	6 H	7 H	8 H
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER				
MON	TUE	WED	THU	FRI
	1	2 ER	3	4
7 H	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28 H	29 H	30 H		

JANUARY				
MON	TUE	WED	THU	FRI
				1 H
4 PD	5	6	7	8
11	12	13	14	15
18 H	19	20	21	22
25	26	27	28	29

MAY				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

OCTOBER				
MON	TUE	WED	THU	FRI
			1 H	2 H
5	6	7	8	9
12	13	14	15	16
19	20	21 ER	22 ER	23 PD
26	27	28	29	30

FEBRUARY				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12 H
15 H	16 PD	17	18	19
22	23	24	25	26
29				

JUNE				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JUNE 15 - LAST SCHEDULED WORKDAY: 210

EMPLOYEE CALENDARS 2015-2016



220
SCHEDULED
WORKDAYS

FORSYTH COUNTY SCHOOLS

Work schedules are coordinated by Employee Calendars to ensure essential district needs are addressed effectively and efficiently. This calendar designates weekdays that every employee covered by it is expected to perform designated duties and responsibilities at the assigned work site unless excused in accordance with applicable laws, policies, procedures or directives. Attendance at work is especially important on certain dates during the year designated by the district as "CRITICAL DAYS." The use of **PERSONAL LEAVE** is **NOT** permitted on these critical days: >> the day before or the day after a holiday; >> during pre-planning and post planning; or >> on in-service days. **NOTE: CALENDARS ARE SUBJECT TO CHANGE DUE TO BUDGET OR WEATHER.**

PD Professional Development (Student Holiday) ER Early Release for Students H Holiday IW Inclement Weather Day Taken

JULY				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JULY 9 FIRST SCHEDULED WORKDAY: 220

NOVEMBER									
MON	TUE	WED	THU	FRI					
2	3	4	5	6					
9	10	11	12	13					
16	17	18	19	20					
23	H	24	H	25	H	26	H	27	H
30									

MARCH				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

DECEMBER									
MON	TUE	WED	THU	FRI					
	1	2	3	4					
7	8	9	10	11					
14	15	16	17	18					
21	H	22	H	23	H	24	H	25	H
28	H	29	H	30	H	31	H		

APRIL									
MON	TUE	WED	THU	FRI					
				1					
4	H	5	H	6	H	7	H	8	H
11	12	13	14	15					
18	19	20	21	22					
25	26	27	28	29					

SEPTEMBER					
MON	TUE	WED	THU	FRI	
	1	2	ER	3	
7	H	8	9	10	
14	15	16	17	18	
21	22	23	24	25	
28	H	29	H	30	H

JANUARY				
MON	TUE	WED	THU	FRI
				1
4	PD	5	6	7
11	12	13	14	15
18	H	19	20	21
25	26	27	28	29

MAY				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

OCTOBER				
MON	TUE	WED	THU	FRI
			1	H
5	6	7	8	9
12	13	14	15	16
19	20	21	ER	22
26	27	28	29	30

FEBRUARY				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	H	16	PD	17
22	23	24	25	26
29				

JUNE				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JUNE 22- LAST SCHEDULED WORKDAY: 220

EMPLOYEE CALENDARS 2015-2016



FORSYTH COUNTY SCHOOLS

Work schedules are coordinated by Employee Calendars to ensure essential district needs are addressed effectively and efficiently. This calendar designates weekdays that every employee covered by it is expected to perform designated duties and responsibilities at the assigned work site unless excused in accordance with applicable laws, policies, procedures or directives. Attendance at work is especially important on certain dates during the year designated by the district as "CRITICAL DAYS." The use of **PERSONAL LEAVE** is **NOT** permitted on these critical days: >> the day before or the day after a holiday; >> during pre-planning and post planning; or >> on in-service days. **NOTE: CALENDARS ARE SUBJECT TO CHANGE DUE TO BUDGET OR WEATHER.**
ANNUAL LEAVE - This calendar designates 250 scheduled workdays. Employees with available *Annual Leave* (vacation) may use *Annual Leave* to be away from work on any of the scheduled workdays when approved by the employee's supervisor. The number of *Annual Leave* days available to each employee is determined by board policy and administrative procedures.

H Holiday

JULY				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JULY 1 FIRST SCHEDULED WORKDAY: 240

NOVEMBER				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26 H	27 H
30				

MARCH				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

DECEMBER				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24 H	25 H
28	29	30	31 H	

APRIL				
MON	TUE	WED	THU	FRI
				1
4	5	6	7 H	8 H
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER				
MON	TUE	WED	THU	FRI
	1	2	3	4
7 H	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

JANUARY				
MON	TUE	WED	THU	FRI
				1 H
4	5	6	7	8
11	12	13	14	15
18 H	19	20	21	22
25	26	27	28	29

MAY				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30 H	31			

OCTOBER				
MON	TUE	WED	THU	FRI
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29				

JUNE				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

JUNE 30 - LAST SCHEDULED WORKDAY: 240