

**SAN DIEGO UNIFIED SCHOOL DISTRICT
2022-2023 School Year Calendar
Certificated Management Schedule**

Site Administered - 216 Days

Name: _____
 Empl ID #: _____
 Job Title: _____
 Location Name/Loc #: _____
 Work Telephone: _____

X = Contract Days
H = Mandated or Declared Holiday

INSTRUCTIONS: Indicate full workday = " X ". The total number of service days for 2022-2023 is 216 for full-time assignments.

	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	TOTALS	
JULY					1	H/4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Jul	
AUGUST	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	P/24	P/25	P/26	29	30	31			Aug	
SEPTEMBER				1	2	H/5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	Sep	
OCTOBER	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					Oct	
Thanksgiving Break																											
NOVEMBER		1	2	3	4	7	8	9	10	H/11	14	15	16	17	18	21	22	23	H/24	H/25	28	29	30			Nov	
Winter Break																											
DECEMBER				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	H/23	H/26	27	28	29	H/30	Dec	
JANUARY	H/2	3	4	5	6	9	10	11	12	13	H/16	17	18	19	20	23	24	25	26	27	30	31				Jan	
FEBRUARY			1	2	3	6	7	8	9	10	13	14	15	16	H/17	H/20	21	22	23	24	27	28				Feb	
Spring Break																											
MARCH			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	Mar	
APRIL	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	P/28						Apr	
MAY	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	H/29	30	31			May	
JUNE				1	2	5	6	7	8	9	12	13	14	P/15	16	H/19	20	21	22	23	26	27	28	29	30	Jun	
																								Total			

 (Employee Signature) (Date)

Calendar MUST be submitted prior to salary being paid.

 (Principal/Department Head Signature) (Date)

PAYROLL USE ONLY
Input Date:
Input By:
Pay Group:

I have discussed this work schedule with the employee and am approving it in order to meet instructional/program requirements.

Time and Labor Calendar = C11 TCERTSA (MGMT)