

2021-2022
Clarksville-Montgomery County School System
Elementary and Middle School Administrative Assistants
Employed 215 days

July						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						10

August						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						22

September						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						21

Holidays/Required Leave

- July 19 First Day of Calendar
- September 6 Day Out of Calendar
- October 11-13 Vacation Days
- October 14-15 Day Out of Calendar
- November 11 Day Out of Calendar
- November 24 Day Out of Calendar
- November 25 Thanksgiving Day
- November 26 Day Out of Calendar
- December 20 - Day Out of Calendar
- December 21-22 Vacation Day
- December 23 Christmas Eve Holiday
- December 24 Christmas Day
- December 27-29 Vacation Day
- December 30-Day Out of Calendar
- December 31 New Years Day Holiday
- January 3 Day Out of Calendar
- January 17 Day Out of Calendar
- February 21 Day Out of Calendar
- March 7-8 Vacation Days
- March 9-11 Day Out of Calendar
- April 15 Good Friday
- May 30 Day Out of Calendar
- June 3 Last Day of Calendar

October						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						19

November						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						19

December						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						21

January						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					19

February						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					
						19

March						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						20

April						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						21

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						21

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						3

- First Day of Calendar
- 15 Days Out of Calendar
- 5 Holidays
- 10 Vacation Days
- Last Day of Calendar

The number of days worked in the calendar may be revised or reduced due to changes made to the student's calendar

**2021-2022 Pay Schedule
Elementary and Middle School Administrative Assistants
Employed 215 Days**

Reporting Period	Time Sheets Due To Payroll	Days	Pay Day
July 19 - July 31	Aug 3	10	Aug 12
Aug 1 - Aug 14	Aug 17	10	Aug 26
Aug 15 - Aug 28	Aug 31	10	*Sept 9
Aug 29 - Sept 11	Sept 14	9	*Sept 23
Sept 12 - Sept 25	Sept 28	10	*Oct 7
Sept 26 - Oct 9	Oct 8	10	*Oct 21
Oct 10 - Oct 23	Oct 26	8	*Nov 4
Oct 24 - Nov 6	Nov 9	10	*Nov 18
Nov 7 - Nov 20	Nov 19	9	*Dec 2
Nov 21 - Dec 4	Dec 7	8	*Dec 16
Dec 5 - Dec 18	Dec 17	10	*Dec 30
Dec 19 - Jan 1	Jan 4	8	*Jan 13
Jan 2 - Jan 15	Jan 18	9	*Jan 27
Jan 16 - Jan 29	Feb 1	9	*Feb 10
Jan 30 - Feb 12	Feb 15	10	*Feb 24
Feb 13 - Feb 26	March 1	9	*March 10
Feb 27 - Mar 12	March 15	7	*March 24
Mar 13 - March 26	March 29	10	*April 7
March 27 - April 09	April 12	10	*April 21
April 10 - April 23	April 26	10	*May 5
April 24 - May 7	May 10	10	*May 19
May 8 - May 21	May 24	10	*June 2
May 22 - June 4	June 7	9	June 16

*Insurance Deducted