

**CAJON VALLEY UNION SCHOOL DISTRICT**  
**July 2011 – June 2012**  
**Work Schedule for Modified Work Week/Year – 158 (165) days**  
*(Classified Employee)*

**MONDAYS OFF**  
 Except June 11

Name: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Date: \_\_\_\_\_

Position Title: \_\_\_\_\_

Department/Site: \_\_\_\_\_

Employee's Work Year: 158 Days

**Please Mark Days Employee Will Be Working Full Days with a “ / ”**

	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	# of Days	
JUL				H																												0	
AUG																						N							N				
SEP					H	N						N							N								N						
OCT			N							F	N						N							N							N		
NOV							N				H			N							F	F	F	H	F				N				
DEC					N							N							V	V	V	V	N				H	H	H	H	H		
JAN		H	N	N	N	N			N							H	N						N								N		
FEB						N							H	N						H	N							N					
MCH					N							N							N								N						
APR		V	V	V	N	F				N	N	N	N	N		N								N							N		
MAY							N							N								N								H	N		
JUN				N								N	F																				
	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	# of Days	

This schedule has been agreed upon by all participants. It reflects duty days for the designated work year.  
 Changes will be submitted to the supervisor.

Total # of Days: \_\_\_\_\_  
 (Includes "V" and "H")

Employee Signature: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

Key:

<b>N</b>	<b>Non-Duty Day</b>	<b>H</b>	<b>Legal/Local Holiday</b>	<b>V</b>	<b>Mandatory Vacation Day</b>	<b>F</b>	<b>Furlough Day</b>	<b>Note: If Daily Hours Vary →</b>					
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(DAILY HOURS)

M T W TH F

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