

Center Grove Schools

180 Day Classified Staff

2023-2024

CALENDAR KEY



Non-Scheduled Work Day

First Scheduled Day Back After Break

JULY 2023							JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												
AUGUST 2023							FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29		
SEPTEMBER 2023							MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						
OCTOBER 2023							APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7		1	2	3	4	5	6
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30				
NOVEMBER 2023							MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30			26	27	28	29	30	31	
DECEMBER 2023													
SUN	MON	TUE	WED	THU	FRI	SAT	July						0
					1	2	August						22
3	4	5	6	7	8	9	September						20
10	11	12	13	14	15	16	October						17
17	18	19	20	21	22	23	November						17
24	25	26	27	28	29	30	December						13
31							January						20

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

***Non-Exempt Employees (hourly)**

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

February	20
March	16
April	17
May	18
Total Scheduled Work Days	180

Center Grove Schools

184 Day Classified Staff

2023-2024

JULY 2023							JANUARY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
						1		1	2	3	4	5	6	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	
23	24	25	26	27	28	29	28	29	30	31				
30	31													
AUGUST 2023							FEBRUARY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
		1	2	3	4	5					1	2	3	
6	7	8	9	10	11	12	4	5	6	7	8	9	10	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	
27	28	29	30	31			25	26	27	28	29			
SEPTEMBER 2023							MARCH 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
					1	2						1	2	
3	4	5	6	7	8	9	3	4	5	6	7	8	9	
10	11	12	13	14	15	16	10	11	12	13	14	15	16	
17	18	19	20	21	22	23	17	18	19	20	21	22	23	
24	25	26	27	28	29	30	24	25	26	27	28	29	30	
							31							
OCTOBER 2023							APRIL 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
1	2	3	4	5	6	7		1	2	3	4	5	6	
8	9	10	11	12	13	14	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	21	22	23	24	25	26	27	
29	30	31					28	29	30					
NOVEMBER 2023							MAY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
			1	2	3	4					1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11	
12	13	14	15	16	17	18	12	13	14	15	16	17	18	
19	20	21	22	23	24	25	19	20	21	22	23	24	25	
26	27	28	29	30			26	27	28	29	30	31		
DECEMBER 2023														
SUN	MON	TUE	WED	THU	FRI	SAT	July						1	
					1	2	August						23	
3	4	5	6	7	8	9	September						20	
10	11	12	13	14	15	16	October						17	
17	18	19	20	21	22	23	November						17	
24	25	26	27	28	29	30	December						13	
31							January						20	

CALENDAR KEY



Non-Scheduled Work Day
First Scheduled Day Back After Break

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

***Non-Exempt Employees (hourly)**

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

February	20
March	16
April	17
May	19
Total Scheduled Work Days	184

Center Grove Schools

194 Day Classified Staff

2023-2024

JULY 2023							JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												
AUGUST 2023							FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29		
SEPTEMBER 2023							MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						
OCTOBER 2023							APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7		1	2	3	4	5	6
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30				
NOVEMBER 2023							MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30			26	27	28	29	30	31	
DECEMBER 2023							JULY						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					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													

CALENDAR KEY



Non-Scheduled Work Day

First Scheduled Day Back After Break

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

*Non-Exempt Employees (hourly)

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

February	20
March	16
April	17
May	19

Total Scheduled Work Days 194

Center Grove Schools

194 Day Classified Staff - SSO

2023-2024

JULY 2023							JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												
AUGUST 2023							FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29		
SEPTEMBER 2023							MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						
OCTOBER 2023							APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7		1	2	3	4	5	6
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30				
NOVEMBER 2023							MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30			26	27	28	29	30	31	
DECEMBER 2023							JUNE 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2							1
3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	23	24	25	26	27	28	29
31							30						

CALENDAR KEY



Non-Scheduled Work Day

First Scheduled Day After Break

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

***Non-Exempt Employees (hourly)**

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

July	5
August	23
September	20
October	17
November	17
December	13
January	21
February	20
March	16
April	17
May	22
June	3

Total Scheduled Work Days 194

Center Grove Schools

194 Day Classified Staff - Para-Media

2023-2024

JULY 2023							JANUARY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
						1		1	2	3	4	5	6	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	
23	24	25	26	27	28	29	28	29	30	31				
30	31													
AUGUST 2023							FEBRUARY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
		1	2	3	4	5					1	2	3	
6	7	8	9	10	11	12	4	5	6	7	8	9	10	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	
27	28	29	30	31			25	26	27	28	29			
SEPTEMBER 2023							MARCH 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
					1	2						1	2	
3	4	5	6	7	8	9	3	4	5	6	7	8	9	
10	11	12	13	14	15	16	10	11	12	13	14	15	16	
17	18	19	20	21	22	23	17	18	19	20	21	22	23	
24	25	26	27	28	29	30	24	25	26	27	28	29	30	
							31							
OCTOBER 2023							APRIL 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
1	2	3	4	5	6	7		1	2	3	4	5	6	
8	9	10	11	12	13	14	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	21	22	23	24	25	26	27	
29	30	31					28	29	30					
NOVEMBER 2023							MAY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
			1	2	3	4					1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11	
12	13	14	15	16	17	18	12	13	14	15	16	17	18	
19	20	21	22	23	24	25	19	20	21	22	23	24	25	
26	27	28	29	30			26	27	28	29	30	31		
DECEMBER 2023							JUNE 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
					1	2							1	
3	4	5	6	7	8	9	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	16	17	18	19	20	21	22	
24	25	26	27	28	29	30	23	24	25	26	27	28	29	
31							30							

CALENDAR KEY

	Non-Scheduled Work Day
	First Scheduled Day After Break

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

*Non-Exempt Employees (hourly)

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

July	6
August	23
September	20
October	17
November	17
December	13
January	21
February	20
March	16
April	17
May	22
June	2

Total Scheduled Work Days 194

Center Grove Schools

205 Day Classified Staff

2023-2024

JULY 2023							JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												
AUGUST 2023							FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29		
SEPTEMBER 2023							MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						
OCTOBER 2023							APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7		1	2	3	4	5	6
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30				
NOVEMBER 2023							MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30			26	27	28	29	30	31	
DECEMBER 2023							JUNE 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2							1
3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	23	24	25	26	27	28	29
31							30						

CALENDAR KEY

	Non-Scheduled Work Day
	First Scheduled Day After Break

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

***Non-Exempt Employees (hourly)**

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

July	16
August	23
September	20
October	17
November	17
December	13
January	21
February	20
March	16
April	17
May	22
June	3

Total Scheduled Work Days 205

Center Grove Schools

205 Day Classified Staff -Ath Sec

2023-2024

JULY 2023							JANUARY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
						1		1	2	3	4	5	6	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	
23	24	25	26	27	28	29	28	29	30	31				
30	31													
AUGUST 2023							FEBRUARY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
		1	2	3	4	5					1	2	3	
6	7	8	9	10	11	12	4	5	6	7	8	9	10	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	
27	28	29	30	31			25	26	27	28	29			
SEPTEMBER 2023							MARCH 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
					1	2						1	2	
3	4	5	6	7	8	9	3	4	5	6	7	8	9	
10	11	12	13	14	15	16	10	11	12	13	14	15	16	
17	18	19	20	21	22	23	17	18	19	20	21	22	23	
24	25	26	27	28	29	30	24	25	26	27	28	29	30	
							31							
OCTOBER 2023							APRIL 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
1	2	3	4	5	6	7		1	2	3	4	5	6	
8	9	10	11	12	13	14	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	21	22	23	24	25	26	27	
29	30	31					28	29	30					
NOVEMBER 2023							MAY 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
			1	2	3	4					1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11	
12	13	14	15	16	17	18	12	13	14	15	16	17	18	
19	20	21	22	23	24	25	19	20	21	22	23	24	25	
26	27	28	29	30			26	27	28	29	30	31		
DECEMBER 2023							JUNE 2024							
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	
					1	2							1	
3	4	5	6	7	8	9	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	16	17	18	19	20	21	22	
24	25	26	27	28	29	30	23	24	25	26	27	28	29	
31							30							

CALENDAR KEY



Non-Scheduled Work Day

First Scheduled Day After Break

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

***Non-Exempt Employees (hourly)**

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

July	6
August	23
September	20
October	17
November	17
December	13
January	21
February	20
March	16
April	17
May	22
June	13

Total Scheduled Work Days 205

Center Grove Schools

220 Day Classified Staff

2023-2024

JULY 2023							JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												
AUGUST 2023							FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29		
SEPTEMBER 2023							MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						
OCTOBER 2023							APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7		1	2	3	4	5	6
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30				
NOVEMBER 2023							MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30			26	27	28	29	30	31	
DECEMBER 2023							JUNE 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2							1
3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	23	24	25	26	27	28	29
31							30						

CALENDAR KEY



Non-Scheduled Work Day
First Scheduled Day After Break

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

*Non-Exempt Employees (hourly)

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

July	19
August	23
September	20
October	17
November	17
December	13
January	21
February	20
March	16
April	17
May	22
June	15

Total Scheduled Work Days 220

Center Grove Schools

250 Day Classified Staff

2023-2024

JULY 2023							JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												
AUGUST 2023							FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29		
SEPTEMBER 2023							MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						
OCTOBER 2023							APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7		1	2	3	4	5	6
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30				
NOVEMBER 2023							MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30			26	27	28	29	30	31	
DECEMBER 2023							JUNE 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2							1
3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	23	24	25	26	27	28	29
31							30						

CALENDAR KEY

	Non-Scheduled Work Day
	First Scheduled Day After Break
	Observed Holiday

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

*Non-Exempt Employees (hourly)

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

July	21
August	23
September	21
October	22
November	22
December	16
January	23
February	21
March	21
April	17
May	23
June	20

Total Scheduled Work Days 250

Center Grove Schools

260 Day Classified Staff

2023-2024

JULY 2023							JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30	31												
AUGUST 2023							FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29		
SEPTEMBER 2023							MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						
OCTOBER 2023							APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7		1	2	3	4	5	6
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30				
NOVEMBER 2023							MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28	29	30			26	27	28	29	30	31	
DECEMBER 2023							JUNE 2024						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2							1
3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	23	24	25	26	27	28	29
31							30						

CALENDAR KEY

	Non-Scheduled Work Day
	First Scheduled Day After Break
	Observed Holiday

Early Release Wednesdays

You are expected to work your regularly scheduled days on early release Wednesdays. If you leave early, you must notify your immediate supervisor. As a result, your weekly payroll will be reflected accordingly.

Inclement Weather Delay

*Non-Exempt Employees (hourly)

During inclement weather delays, non-exempt employees have three options:

1. Report to work at their normal time.
2. Do not report to work (do not work during the school delay time) but use personal, comp, or vacation time in order to be paid for the delay time.
3. Do not report to work (do not work during the school delay time) and enter the time into Skyward Employee Access using "Lost Pay Hours" for the time off code and "inclement weather" for the reason code.

E-Learning Day

E-Learning policy varies by employee assignment. Please refer to the Support Staff Handbook for more information.

Parent/Teacher Conferences

If you are needed to work the evenings of parent/teacher conferences, please see your immediate supervisor to make arrangements for trade-time.

July	21
August	23
September	21
October	22
November	22
December	21
January	23
February	21
March	21
April	22
May	23
June	20

Total Scheduled Work Days 260