JULY 2017

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
		4th of July Keystone Closed				
2	3		5	6	7	8
9	10	Supt. Meeting 11	12	13	14	15
16	17	18	Board Meeting 19	20	21	22
23	24	25	26	27	28	29
30	31					

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = discretionary leave - allowed 5 days - unused at end of year convert to SL

PL = personal leave - allowed 2 days - non accumulative

PROL = Professional Leave

Snow/Emergency/Bereavement = write in reason for absence on day

PTC's = PT and number of hrs worked beyond normal work day

	Enrollment	New Teacher Orientation	Teacher In-service or Workday	1st day classes
USD 338 Valley Falls	26, 27			
USD 339 JCN				
USD 340 Jeff West				
USD 341 Oskaloosa				
USD 342 McLouth				
USD 343 Perry-Lecompton				
USD 377 ACCS				
USD 449 Easton				

AUGUST 2017

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					New Teachers	
					Inservice @	
					Keystone	
		Supt. Meeting 1	2	3	4	5
	All Teacher					
	Inservice @	1				
	Oskaloosa	Para Inservice				
6	7	8	9	10	11	12
13	14	15	Board Meeting 16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - allowed 2 yearly - non accumulative

PROL = Professional leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

	Enrollment	New Teacher Orientation	Teacher In-service or Workday	1st day classes
USD 338 Valley Falls	7/26,7/27	14	15, 16,17,18pm	(18, dismissed @11am)
				(17, K-9 dismiss
				12:30), (18, 1st
	(3, 11:00am-		11, 14, 15, 16,	full day K-12, K
USD 339 JCN	7:00pm)	10	17pm	dismiss 12:30)
			14 PD/WD, 15 PD,	
			16 PD/WD, 17	
USD 340 Jeff West			WD	18
			9, 10, 11, 14, 15	
			(16, 11:30-3:20	(16, dismiss
USD 341 Oskaloosa		7,8	pm)	11:30)
USD 342 McLouth	2,3	11	14, 15, 16	17
USD 343 Perry-Lecompton			10, 11, 14, 15	16
USD 377 ACCS	3	10	11, 14, 15, 16	17
USD 449 Easton			9, 10, 11, 14, 15	16

SEPTEMBER 2017

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					-	
	Keystone Closed			_		
3	Labor Day 4	5	6	7	8	9
40		6	42		45	44
10	11	Supt. Meeting 12	13	14	15	16
17	18	19	Board Meeting 20		22	23
24	25	26	27	28	29	30

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to $70\,$

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - allowed 2 yearly - non accumulative

PROL= Professional leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

Leave non-working days blank

MISC. COMMENTS:

	Teacher In-service or Workday	No School	Parent Teacher Conferences
		(1, dismiss 1 pm),	
	(1 pm), (13, 1 hour late	4, (13, one hour	
USD 338 Valley Falls	start)	late start)	
USD 339 J <i>C</i> N	25	4, 25	
USD 340 Jeff West	25	4, 25	
USD 341 Oskaloosa	11	4, 11	
USD 342 McLouth	1	1, 4	
USD 343 Perry Lecompton	25	4, 25	
USD 377 ACCS	18	4, 18	
		4, (13, 10am	
	(13, late start PL	start) (27, 1/2	(27, 1-8pm) (28, 8-
USD 449 Easton	10am)	am) 28, 29	11:30)

OCTOBER 2017

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	Supt. Meeting 10	11	12	13	14
15	16	17	Board Meeting 18	19	20	21
22	23	24	25	26	27	28
29	30	31				

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - allowed 2 yearly - non accumulative

PROL = Professional leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

Leave non-working days blank

MISC. COMMENTS:

	End of 1st 9 Wks	Teacher In-service or Workday	No School	Parent Teacher Conferences
USD 338 Valley Falls	13	(11, 1hr late start), 16, (23 half day am)	(11, 1hr late start) ,16 ,23 ,27	(23, 1-8), (24 4- 8pm)
USD 339 J <i>C</i> N	18	(23, 1/2 staff dev 1/2 workday)	23, 24, 27	(24, 8 am-7 pm)
USD 340 Jeff West	20	(23, WD am, PT 12- 7:30pm)	23	(23, 12-7:30), (24, 3:30-7:30)
USD 341 Oskaloosa	13	16	16, 20	(17, 4:30-8pm), (19 4:30-7:30pm)
USD 342 McLouth	12	(12, 1 pm), 13	(12 dismiss 1pm), 13, 19, 20	(19, 8-8pm)
USD 343 Perry Lecompton	18	(19, inservice 8- 12am) 20	19, 20	(19, 4-8pm), (19, 2- 8pm)
USD 377 ACCS	16	16, 23	16, 23, 27	
		(13, 1/2 PD, 1/2 Grading) (18, late	13, (18, late start	
USD 449 Easton	13	start PL 10am)	10am)	

NOVEMBER 2017

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	Supt. Meeting 7	8	9	10	11
12	13	14	Board Meeting 15	16	17	18
				Thanksgiving Day		
			Keystone Closed			
19	20	21		23		
26	27	28	29	30		

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - allowed 2 yearly - non accumulative

PROL = Professional leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

	Teacher In-service or Workday	No School
		(8, 1hr late
USD 338 Valley Falls	(8 1hr late start)	start), 22-24
USD 339 JCN		22-24
USD 340 Jeff West	2	2, 3, 22-24
		(21, dismiss 2:30)
USD 341 Oskaloosa		22-24
USD 342 McLouth	10	10, 22-24
USD 343 Perry Lecompton		22-24
USD 377 ACCS	13	13, 22-24
USD 440 5 . I	(15, PL late start	10 (15, late start
USD 449 Easton	10am)	10am) 22-24

DECEMBER 2017

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	Supt. Meeting 5	6	7	8	9
	7	Supr. Meering 5	J	,	3	,
10	11	12	Board Meeting 13	14	15	16
					Keystone Closed	
17	18	19	20	21	l	
	Christmas Day					
	Keystone Closed	Keystone Closed	Keystone Closed	· ·		
24	25	26	27	28	29	30
31						

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

 $\ensuremath{\mathsf{DL}}$ = Discretionary leave - allowed 5 - unused at end of year convert to $\ensuremath{\mathsf{SL}}$

PL = Personal leave -allowed 2 - non accumulative

PROL = Professional leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

	End of 9 Wks	Teacher In-service or Workday	No School
USD 338 Valley Falls	21	(13, 1hr late start) 22	(13, 1hr late start), 22, 25 -29
USD 339 JCN	20		21-29
USD 340 Jeff West	21	(21 pm)	(21, dismissed 12:15) 22-Jan.2 (20 dismiss
USD 341 Oskaloosa	20	20 (pm)	11:00), 21- Jan. 3
USD 342 McLouth	20		21-29
USD 343 Perry Lecompton	20		20-Jan. 3
USD 377 ACCS	20	21	21- Jan. 2
		(6, PL late start	(6, late start
USD 449 Easton	19	10am)	10am) 20-31

JANUARY 2018

Print Name	
Signature	
Location/Grant	
Location / Crant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	New Years Keystone Closed 1		3	4	5	6
7	8	Supt. Meeting 9		11	12	
14			Board Meeting 17	18		
21	22					
28	29	30	31			

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - allowed 2 yearly - non accumulative

PROL = Professional leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

	Teacher In-service or Workday	
	3-5, (10, 1hr late	1-5 (10, 1hr late
USD 338 Valley Falls	start), 15	start), 15
USD 339 JCN	2, 15	1, 2, 15
USD 340 Jeff West	3, 15	3, 15
USD 341 Oskaloosa	3, 15	1, 2, 3, 15
USD 342 McLouth	3, 15	1, 2, 3, 15
USD 343 Perry Lecompton	3, 15	1, 2, 3, 15
USD 377 ACCS	3	3, 15
UCD 440 Fasters	(2, 1/2 day grading, 1/2 PD) 15 (24, late	1, 2, 15 (24, late
USD 449 Easton	start PL 10 am)	start 10 am)

FEBRUARY 2018

Print Name	
Signature	-
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
	-					
11	12	Supt. Meeting 13	14	15	16	17
18	19	20	Board Meeting 21	22	23	24
25	26	27	28			

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - allowed 2 yearly - non accumulative

PROL = Professional Leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

- ,	Teacher In-service or Workday	No School	Parent-Teacher Conferences
	(14, 1hr late start),	(14 1hr late start),	
USD 338 Valley Falls	(12 am),	12	(12, 1-8pm)
USD 339 JCN	19	19	
USD 340 Jeff West	5	5, 19	19
USD 341 Oskaloosa	19	19	
USD 342 McLouth	19	15, 16, 19	(15, 8-8pm)
			(21, 4-8pm), (22,
USD 343 Perry Lecompton	22 (8-12pm)	22, 23	2-8pm)
USD 377 ACCS	12	12, 19	
	(14 late start PL	(14 late start 10am)	
USD 449 Easton	10am)	, 19	

MARCH 2018

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	2
				1	2	3
4	5	Supt. Meeting 6	7	8	9	10
11	12	13	Board Meeting 14	15	16	17
18	19	20	21	22	23	24
					C. J. F.: J.	
					Good Friday Keystone Closed	
25	26	27	28	29	30	

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

 $\ensuremath{\mathsf{DL}}$ = Discretionary leave - allowed 5 - unused at end of year convert to $\ensuremath{\mathsf{SL}}$

PL = Personal leave - allowed 2 yearly - non accumulative

PROL - Professional Leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

	End of 9 Wks	Teacher In-service or Workday	No School	Parent-Teacher Conferences
		(9, am work day,		
USD 338 Valley Falls	8	pm comp day)	9, 19-23, 30	
		(12, 1/2 staff		
		dev 1/2 work		
USD 339 JCN	7	day)	12, 13, 19-23, 30	(13, 8am-7pm)
USD 340 Jeff West	15	2,16	2, 16, 19-23, 30	
				(13, 4:30-8pm),
USD 341 Oskaloosa	2	5	5, 16, 19-23, 30	(15, 4:30-7:30)
USD 342 McLouth	8	9	9, 19-23, 30	
USD 343 Perry Lecompton	15	(16, 1/2 day)	16, 19-23, 30	
USD 377 ACCS	9	9	9, 12-16, 30	
		(9, 1/2 PD, 1/2		
		grading) (15, 1/2		
		day am, 1/2 day		
USD 449 Easton	9	PT pm)	9, 15, 16-23, 30	(15, 12:30-8pm)

KEYSTO	NE
Learning	Services

APRIL 2018

Print Name	
Signature	
ocation/Gran	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	Supt. Meeting 10	11	12	13	14
15	16	17	Board Meeting 18	19	20	21
22	23	24	25	26	27	28
29	30					

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - allowed 2 - non accumulative

PROL = Professional Leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day

	Teacher In-service or Workday	No School
USD 338 Valley Falls	2 (11, 1hr late start)	2 (11, 1hr late start)
USD 339 JCN	30	30
USD 340 Jeff West	16	16
USD 341 Oskaloosa		2
USD 342 McLouth	13	13
USD 343 Perry Lecompton		23
USD 377 ACCS		2, 23
USD 449 Easton	(11, late start PL 10am)	(11, late start 10am)

KEYSTO	NE
Learning	Services

MAY 2018

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	Supt. Meeting 8	9	10	11	12
		, ,				
13	14	15	Board Meeting 16	17	18	19
20	21	22	23	24	25	26
	Memorial Day					
	Keystone Closed					
27	28	29	30	31		

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = Discretionary leave - allowed 5 - unused at end of year convert to SL

PL = Personal leave - non accumulative

PROL = Professiona Leave

PTC's = PT & number of hours worked beyond normal work day

Snow/Emergency/Bereavement = write in reason for absence on day Leave non-working days blank

	Teacher In-service or Workday	No School	Last day of school
USD 338 Valley Falls	17 pm, 18, 21	(17, dismiss 1pm)	(17, dismiss 1pm)
USD 339 JCN	24		23
		(22, dismiss	(22, dismiss
USD 340 Jeff West	23	12;30)	12:30)
		(23, dismiss	(23, dismiss
USD 341 Oskaloosa	(23 pm)	11:30)	11;30)
		(4, dismiss at	
		1pm) (17, dismiss	
USD 342 McLouth	(4, 1pm) 18	1pm)	(17, dismiss 1pm)
USD 343 Perry Lecompton	(24, 1/2 day)		23
			(10, last day for
			Seniors) (24, last
USD 377 ACCS	25		day K-11)
	(9, late start PL	(9, late start	
USD 449 Easton	10am)	10am)	23

KEYSTO	NE
Learning	Services

JUNE 2018

Print Name	
Signature	
Location/Grant	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
	`	-				
10	11	Supt. Meeting 12	13	14	15	16
17	18	19	Board Meeting20	21	22	23
24	25	26	27	28	29	30

X = days worked

SL = Sick leave - allowed 5 yearly - may accumulate to 70

DL = discretionary leave - allowed 5 days - unused at end of year convert to SL

PL = personal leave - allowed 2 days - non accumulative

PROL = Professional Leave

Snow/Emergency/Bereavement = write in reason for absence on day

PTC's = PT and number of hrs worked beyond normal work day