

Signature of owner/director: \_\_\_\_\_ Date: \_\_\_\_\_ Check one:  New  Revised

\_\_\_\_\_ (total # of VPK days) x \_\_\_\_\_ (vpk hours/day) = \_\_\_\_\_ (total VPK hours)

Please mark an "H" on non-instructional days (e.g. holidays, teacher workdays, etc.). At the end of the year, the days x hours must equal exactly 540 hours and the total amount of days must divide equally by 540.

*Note: This form must be filled out every time there is a change in your VPK schedule.*

|   |   |    |    |    |    |    |
|---|---|----|----|----|----|----|
| <b>August '10</b>   | Total # of instructional days in month: |    |    |    |    |    |
| SY VPK CLASSES CANNOT BEGIN MORE THAN<br>2 WEEKS BEFORE LABOR DAY |   |    |    |    |    |    |
|   |   |    |    |    |    |    |
|   | 23                                      | 24 | 25 | 26 | 27 | 28 |
| 29  | 30                                      | 31 |    |    |    |    |

|                      |   |    |    |    |    |         |
|----------------------|---|----|----|----|----|---------|
| <b>September '10</b> | Total # of instructional days in month: |    |    |    |    |         |
|                      |   |    | 1  | 2  | 3  | 4 (SAT) |
| 5 (SUN)              | 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 |    |         |

|                    |   |    |    |    |    |         |
|--------------------|---|----|----|----|----|---------|
| <b>October '10</b> | Total # of instructional days in month: |    |    |    |    |         |
|                    |   |    |    |    | 1  | 2 (SAT) |
| 3 (SUN)            | 4                                       | 5  | 6  | 7  | 8  | 9       |
| 10                 | 11                                      | 12 | 13 | 14 | 15 | 16      |
| 17                 | 18                                      | 19 | 20 | 21 | 22 | 23      |
| 24/31              | 25                                      | 26 | 27 | 28 | 29 | 30      |

|                     |   |    |    |    |    |         |
|---------------------|---|----|----|----|----|---------|
| <b>November '10</b> | Total # of instructional days in month: |    |    |    |    |         |
|                     | 1                                       | 2  | 3  | 4  | 5  | 6 (SAT) |
| 7 (SUN)             | 8                                       | 9  | 10 | 11 | 12 | 13      |
| 14                  | 15                                      | 16 | 17 | 18 | 19 | 20      |
| 21                  | 22                                      | 23 | 24 | 25 | 26 | 27      |
| 28                  | 29                                      | 30 |    |    |    |         |

|                     |   |    |    |    |    |         |
|---------------------|---|----|----|----|----|---------|
| <b>December '10</b> | Total # of instructional days in month: |    |    |    |    |         |
|                     |   |    | 1  | 2  | 3  | 4 (SAT) |
| 5 (SUN)             | 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 |         |

|                    |   |    |    |    |    |         |
|--------------------|---|----|----|----|----|---------|
| <b>January '11</b> | Total # of instructional days in month: |    |    |    |    |         |
| 2 (SUN)            | 3                                       | 4  | 5  | 6  | 7  | 8 (SAT) |
| 9                  | 10                                      | 11 | 12 | 13 | 14 | 15      |
| 16                 | 17                                      | 18 | 19 | 20 | 21 | 22      |
| 23                 | 24                                      | 25 | 26 | 27 | 28 | 29      |
| 30                 | 31                                      |    |    |    |    |         |

|                     |   |    |    |    |    |         |
|---------------------|---|----|----|----|----|---------|
| <b>February '11</b> | Total # of instructional days in month: |    |    |    |    |         |
|                     |   | 1  | 2  | 3  | 4  | 5 (SAT) |
| 6 (SUN)             | 7                                       | 8  | 9  | 10 | 11 | 12      |
| 13                  | 14                                      | 15 | 16 | 17 | 18 | 19      |
| 20                  | 21                                      | 22 | 23 | 24 | 25 | 26      |
| 27                  | 28                                      |    |    |    |    |         |

|                  |   |    |    |    |    |         |
|------------------|---|----|----|----|----|---------|
| <b>March '11</b> | Total # of instructional days in month: |    |    |    |    |         |
|                  |   | 1  | 2  | 3  | 4  | 5 (SAT) |
| 6 (SUN)          | 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 |    |         |

|                  |   |    |    |    |    |         |
|------------------|---|----|----|----|----|---------|
| <b>April '11</b> | Total # of instructional days in month: |    |    |    |    |         |
|                  |   |    |    |    | 1  | 2 (SAT) |
| 3 (SUN)          | 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      |

|                |   |    |    |    |    |         |
|----------------|---|----|----|----|----|---------|
| <b>May '11</b> | Total # of instructional days in month: |    |    |    |    |         |
| 1 (SUN)        | 2                                       | 3  | 4  | 5  | 6  | 7 (SAT) |
| 8              | 9                                       | 10 | 11 | 12 | 13 | 14      |
| 15             | 16                                      | 17 | 18 | 19 | 20 | 21      |
| 22             | 23                                      | 24 | 25 | 26 | 27 | 28      |
| 29             | 30                                      | 31 |    |    |    |         |

|                                      |   |    |    |    |    |         |
|--------------------------------------|---|----|----|----|----|---------|
| <b>June '11</b>                      | Total # of instructional days in month: |    |    |    |    |         |
|                                      |   |    | 1  | 2  | 3  | 4 (SAT) |
| 5 (SUN)                              | 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 |    |         |
| SY VPK CLASSES MUST END BY JUNE 30TH |   |    |    |    |    |         |