



**2016-2017 LEAVE RECORD--PROFESSIONAL SERVICE STAFF**  
For the Period September 1, 2016 - August 31, 2017

**SEPTEMBER 2016**

S	M	T	W	T	F	S	ANN. LV.	SICK LV.
				1	2	3	8/31/2016 Balance	
4	5 H	6	7	8	9	10	Amount Used	
11	12	13	14	15	16	17	Subtotal	
18	19	20	21	22	23	24	Amount Earned	
25	26	27	28	29	30		Balance	



**OCTOBER 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
						1	9/30/2016 Balance	
2	3	4	5	6	7	8	Amount Used	
9	10 H	11	12	13	14	15	Subtotal	
16	17	18	19	20	21	22	Amount Earned	
23	24	25	26	27	28	29	Balance	
30	31							



**NOVEMBER 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
		1	2	3	4	5	10/31/2016 Balance	
6	7	8	9	10	11 H	12	Amount Used	
13	14	15	16	17	18	19	Subtotal	
20	21	22	23	24 H	25	26	Amount Earned	
27	28	29	30				Balance	



**DECEMBER 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
				1	2	3	11/30/2016 Balance	
4	5	6	7	8	9	10	Amount Used	
11	12	13	14	15	16	17	Subtotal	
18	19	20	21	22	23	24	Amount Earned	
25	26 H	27	28	29	30	31	Balance	



**JANUARY 2017**



S	M	T	W	T	F	S	2017	ANN. LV.	SICK LV.
1	2 H	3	4	5	6	7	12/31/2016 Balance		
8	9	10	11	12	13	14	Amount Used		
15	16 H	17	18	19	20	21	Subtotal		
22	23	24	25	26	27	28	Amount Earned		
29	30	31					Balance		



**FEBRUARY 2017**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.	
			1	2	3	4	1/31/2017 Balance		
5	6	7	8	9	10	11	Amount Used		
12	13	14	15	16	17	18	Subtotal		
19	20 H	21	22	23	24	25	Amount Earned		
26	27	28					Balance		



**MARCH 2017**

S	M	T	W	T	F	S	ANN. LV.	SICK LV.	
				1	2	3	4	2/28/2017 Balance	
5	6	7	8	9	10	11	Amount Used		
12	13	14	15	16	17	18	Subtotal		
19	20	21	22	23	24	25	Amount Earned		
26	27	28	29	30	31		Balance		



**APRIL 2017**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.	
						1	3/31/2017 Balance		
2	3	4	5	6	7	8	Amount Used		
9	10	11	12	13	14	15	Subtotal		
16	17	18	19	20	21	22	Amount Earned		
23	24	25	26	27	28	29	Balance		
30									



**MAY 2017**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.	
	1	2	3	4	5	6	4/30/2017 Balance		
7	8	9	10	11	12	13	Amount Used		
14	15	16	17	18	19	20	Subtotal		
21	22	23	24	25	26	27	Amount Earned		
28	29 H	30	31				Balance		



**JUNE 2017**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.	
		1	2	3	4	5	5/31/2017 Balance		
6	7	8	9	10	11	12	Amount Used		
13	14	15	16	17	18	19	Subtotal		
20	21	22	23	24	25	26	Amount Earned		
27	28	29	30				Balance		



**JULY 2017**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.	
						1	6/30/2017 Balance		
2	3	4	5	6	7	8	Amount Used		
9	10	11 H	12	13	14	15	Subtotal		
16	17	18	19	20	21	22	Amount Earned		
23	24	25	26	27	28	29	Balance		
30	31								



**AUGUST 2017**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.	
		1	2	3	4	5	7/31/2017 Balance		
6	7	8	9	10	11	12	Amount Used		
13	14	15	16	17	18	19	Subtotal		
20	21	22	23	24	25	26	Amount Earned		
27	28	29	30	31			Balance		



**2015-2016 LEAVE RECORD--PROFESSIONAL SERVICE STAFF**

**SEPTEMBER 2015**

S	M	T	W	T	F	S	ANN. LV.	SICK LV.
		1	2	3	4	5	Begin Balance	
6	7	8	9	10	11	12	Amount Used	
13	14	15	16	17	18	19	Subtotal	
20	21	22	23	24	25	26	Amount Earned	
27	28	29	30				Balance	

**MARCH 2016**

S	M	T	W	T	F	S	ANN. LV.	SICK LV.
		1	2	3	4	5	Begin Balance	
6	7	8	9	10	11	12	Amount Used	
13	14	15	16	17	18	19	Subtotal	
20	21	22	23	24	25	26	Amount Earned	
27	28	29	30	31			Balance	



**OCTOBER 2015**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
				1	2	3	Begin Balance	
4	5	6	7	8	9	10	Amount Used	
11	12	13	14	15	16	17	Subtotal	
18	19	20	21	22	23	24	Amount Earned	
25	26	27	28	29	30	31	Balance	



**APRIL 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
					1	2	Begin Balance	
3	4	5	6	7	8	9	Amount Used	
10	11	12	13	14	15	16	Subtotal	
17	18	19	20	21	22	23	Amount Earned	
24	25	26	27	28	29	30	Balance	



**NOVEMBER 2015**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
1	2	3	4	5	6	7	Begin Balance	
8	9	10	11	12	13	14	Amount Used	
15	16	17	18	19	20	21	Subtotal	
22	23	24	25	26	27	28	Amount Earned	
29	30						Balance	



**MAY 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
1	2	3	4	5	6	7	Begin Balance	
8	9	10	11	12	13	14	Amount Used	
15	16	17	18	19	20	21	Subtotal	
22	23	24	25	26	27	28	Amount Earned	
29	30	31					Balance	



**DECEMBER 2015**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
		1	2	3	4	5	Begin Balance	
6	7	8	9	10	11	12	Amount Used	
13	14	15	16	17	18	19	Subtotal	
20	21	22	23	24	25	26	Amount Earned	
27	28	29	30	31			Balance	



**JUNE 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
			1	2	3	4	Begin Balance	
5	6	7	8	9	10	11	Amount Used	
12	13	14	15	16	17	18	Subtotal	
19	20	21	22	23	24	25	Amount Earned	
26	27	28	29	30			Balance	



**JANUARY 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
					1	2	Begin Balance	
3	4	5	6	7	8	9	Amount Used	
10	11	12	13	14	15	16	Subtotal	
17	18	19	20	21	22	23	Amount Earned	
24	25	26	27	28	29	30	Balance	
31								



**JULY 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
					1	2	Begin Balance	
3	4	5	6	7	8	9	Amount Used	
10	11	12	13	14	15	16	Subtotal	
17	18	19	20	21	22	23	Amount Earned	
24	25	26	27	28	29	30	Balance	
31								



**FEBRUARY 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
	1	2	3	4	5	6	Begin Balance	
7	8	9	10	11	12	13	Amount Used	
14	15	16	17	18	19	20	Subtotal	
21	22	23	24	25	26	27	Amount Earned	
28	29						Balance	



**AUGUST 2016**



S	M	T	W	T	F	S	ANN. LV.	SICK LV.
	1	2	3	4	5	6	Begin Balance	
7	8	9	10	11	12	13	Amount Used	
14	15	16	17	18	19	20	Subtotal	
21	22	23	24	25	26	27	Amount Earned	
28	29	30	31				Balance	



