

CSN LEARNING AND EARNING PROGRAM

School Year 2010-2011

Time Sheet Due Dates

<u>Reporting Period:</u>	<u>Time Sheets Due (by 3PM):</u>	<u>Date Checks Are Available:</u>
Oct 26 – Nov 7	Nov 7, Monday, by 3PM	November 23, Wednesday
Nov 8 – Nov 21	Nov 21, Monday, by 3PM	December 9, Friday
Nov 22 – Dec 6	Dec 6, Tuesday, by 3PM	December 23, Friday
Dec 7 – Dec 16 <i>December 19th – December 30th (CCSD Winter Break)</i>	Dec 16, Friday, by 3PM	January 10, Tuesday
Jan 3 – Jan 6	Jan 6, Friday, by 3PM	January 25, Wednesday
Jan 7 – Jan 20	Jan 20, Friday, by 3PM	February 10, Friday
Jan 21 – Feb 6	Feb 6, Monday, by 3PM	February 24, Friday
Feb 8 – Feb 21	Feb 21, Tuesday, by 3PM	March 9, Friday
Feb 22 – Mar 6	Mar 6, Tuesday, by 3PM	March 23, Friday
Mar 7 – Mar 21	Mar 21, Wednesday, by 3PM	April 10, Tuesday
Mar 21 – Mar 30 <i>April 2nd – April 6th (CCSD Spring Break)</i>	Mar 30, Friday, by 3PM	April 25, Wednesday
Apr 9 – Apr 20	Apr 20, Friday, by 3PM	May 10, Thursday
Apr 21 – May 7	May 7, Monday, by 3PM	May 25, Friday
May 8 – May 24	May 24, Thursday, by 3PM	June 8, Friday

**May 24th is the LAST DAY of work for the school year 2010-2011. Youths are not allowed to work after May 20th.*

HOLIDAYS & BREAKS

October 28th (Observance of Nevada Day)
November 11th & 12th (CCSD Observance of Veterans Day)
November 24th & 25th (Thanksgiving Day and Family Day)
December 19th – December 30th (CCSD Winter Break)
January 16th (Martin Luther King Day Observed)
February 20th (Presidents' Day Observed)
April 2nd – April 6th (CCSD Spring Break)

Please submit your time sheet and student evaluation to **Kayla Stringer**
in the Learning and Earning office (1111-I), or via fax number 651- 4612
before 3 pm on the due date.

*****Any time sheets received by the Program Coordinator after the due date and time will be submitted with the next pay period.*****

Phone: 651-4785 Fax: 651-4612
E-mail: kayla.stringer@csn.edu