

**Melissa Carpenter**      **15 Vacation Days per Year/105 hrs per Year**

**26 Pay Periods per Year**      **260 Days (10 working Days/PP)**

**Start Date: Feb. 26, 2024**

Calendar Year	Working Days	Prorated Vacation Days	Leave of Absences	Vacation Days Balance
Feb. 26, 2024 - Mar. 31, 2025	245.00	14.13		14.13

**Converted to Hours**      Hours Worked - 1820/year      Hours Earned      Vacation Hours Used      Vacation Hours Balance

<b>@1.25 days/month as per Policy</b>	<b>- 15 days/12 mths = 1.25 days/month</b>			
Feb. 26, 2024 - Mar. 31, 2025	1715.00	98.94		98.94

<b>Cultural Days</b>	<b>4.71</b>
<b>Sick Days</b>	<b>14.13</b>

