

CALCULATION SHEET TEACHERS

Step 1:

Number of calendar days covered by the contract

First weekcalendar days

Number of complete weeks covered by contract
(between the second week and the second to last
week of contract)calendar days

Last weekcalendar days

Total

Step 2:

Total amount of the contract

Step 3:

Daily salary:

Total amount of salary (step 2) divided by total number of calendar days
(step 1)=

\$.....

Step 4:

Daily salary (step 2) X 5 days= \$.....(Normal weekly salary)

Daily salary X the no. of days worked in the last week of the contract :

\$.....

(Salary of the last week worked).