

School Year Calendar Template

www.vertex42.com/calendars

Year
2019

Month
6

Start Day
1 1: Sunday, 2: Monday



Windsor Park Preschool

2019-2020 School Calendar

June 2019						
Su	M	Tu	W	Th	F	Sa
						1
2	3	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						

July 2019						
Su	M	Tu	W	Th	F	Sa
	1	2	3	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	31			

August 2019						
Su	M	Tu	W	Th	F	Sa
				1	2	
4	FP	FP	FP	FP	FP	
11	12	13	14	15	16	
18	19	20	21	22	23	
25	26	27	28	29	30	

September 2019						
Su	M	Tu	W	Th	F	Sa
1	2	3	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					

October 2019						
Su	M	Tu	W	Th	F	Sa
		1	2	3	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	31		

November 2019						
Su	M	Tu	W	Th	F	Sa
					1	
3	4	5	6	7	8	
10	11	12	13	14	15	
17	18	19	20	21	22	
24	25	26	27	28	29	

December 2019						
Su	M	Tu	W	Th	F	Sa
1	2	3	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	31				

January 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	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	31	

February 2020						
Su	M	Tu	W	Th	F	Sa
2	3	4	5	6	7	
9	10	11	12	13	14	
16	17	18	19	20	21	
23	24	25	26	27	28	

March 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	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

April 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25

May 2020						
Su	M	Tu	W	Th	F	Sa
					1	
3	4	5	6	7	8	
10	11	12	13	14	15	
17	18	19	20	21	22	

29	30	31				

26	27	28	29	30		

24	25	26	27	28	29
31					



School Closed



Early Release Day



Employee Planning (no school for students)



Fair Day



First and Last Day of School



Last Day/Early Release

Instructions

1. Choose the year and beginning month
2. If you choose Monday as the start day, you'll need to modify the formatting.
3. Mark special days and events.

Make sure that the legend you use will work when printed in black and white! Use a mixture of cross-hatching, border styles, and shapes, taking into account that some markers may overlap, such as issuing report cards on an early release day.

Tip: Using the **Format Painter** toolbar button makes it simple to copy the format from one cell or block of cells to another. For example, use the Format Painter to mark the "No School" and "Early Release" days and "Report Cards" by first selecting the cell in the legend, then clicking on the format painter button, and then the day that you want to mark.

Marking Days Using Autoshapes

Array formulas are used to determine the calendar days, so you can't overwrite the numbers to place an "H" for holidays or some other indicator. You can either get rid of the formulas altogether (by copying the calendar and then going to Paste Special > Values), OR you can place autoshapes over the top of a day. Although the "EP" in the legend looks like a formatted cell, it is actually an Autoshape, that you can copy and paste over a particular cell. The Circle for the first and last day of the year and the Triangle for the Parent teacher conferences are also Autoshapes.

Note: The background color of the weekends and blank days are controlled using conditional formatting (Format > Conditional Formatting)

New Color Scheme: To load a different color scheme, open one of the accompanying blank calendar workbooks, then return to this workbook and go to Tools > Options > Color Tab, and select the other workbook from the "Copy Colors From" drop-down box.

To quickly create a new color scheme, download Excel Calendar PRO from Vertex42.com and copy the colors from the E.C.PRO using the technique described above.

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Sa

3

10

17

24

31



Sa

2

9

16

23

30



Sa

1

8

15

22

29



Sa

2

9

16

23

template (e.g. www.vertex42.com/calendars). If you need help creating the PDF after you've customized your calendar, contact Vertex42.com (see www.vertex42.com/about.html for contact information). If you have Adobe Acrobat Professional (not just the Reader), you can print to the Adobe PDF print driver. There is other software available on the internet for creating PDFs, also.