

## 2018 - 2019 Payroll Schedule

<u>CHECK #</u>	<u>PAY DATE</u>	<u>DAY OF THE WEEK</u>	<u>NOTES</u>	<u>PERIOD COVERED (SALARY EMPLOYEES)</u>	<u>PERIOD COVERED (TIMESHEETS &amp; SUBSTITUTES)</u>	<u>PAPER TIMESHEETS (&amp; Sub Reports) DUE DATE TO PAYROLL BY 4:00 PM</u>	<u>ELECTRONIC TIMESHEET APPROVAL EMPLOYEE</u>	<u>ELECTRONIC TIMESHEET APPROVAL 1ST LEVEL SUPRV</u>	<u>ELECTRONIC TIMESHEET APPROVAL 2ND LEVEL SUPRV</u>
1	July 13th, 2018	Friday	15th on Sun.	07/01/18 - 07/15/18	06/16/18 - 06/30/18	07/03/18	07/03/18	07/05/18	07/09/18
2	July 30th, 2018	Monday		07/16/18 - 07/31/18	07/01/18 - 07/15/18	07/19/18	07/18/18	07/20/18	07/24/18
3	Aug 15th, 2018	Wednesday		08/01/18 - 08/15/18	07/16/18 - 07/31/18	08/06/18	08/03/18	08/07/18	08/09/18
4	Aug 30th, 2018	Thursday		08/16/18 - 08/31/18	08/01/18 - 08/15/18	08/21/18	08/20/18	08/22/18	08/24/18
* 5	Sep 14th, 2018	Friday	15th on Sat.	09/01/18 - 09/15/18	08/16/18 - 08/31/18	09/05/18	09/04/18	09/06/18	09/10/18
6	Sep 28th, 2018	Friday	30th on Sun.	09/16/18 - 09/30/18	09/01/18 - 09/15/18	09/19/18	09/18/18	09/20/18	09/24/18
7	Oct 15th, 2018	Monday		10/01/18 - 10/15/18	09/16/18 - 09/30/18	10/03/18	10/02/18	10/04/18	10/09/18
8	Oct 30th, 2018	Tuesday		10/16/18 - 10/31/18	10/01/18 - 10/15/18	10/19/18	10/18/18	10/22/18	10/24/18
9	Nov 15th, 2018	Thursday		11/01/18 - 11/15/18	10/16/18 - 10/31/18	11/05/18	11/02/18	11/06/18	11/08/18
10	Nov 30th, 2018	Friday		11/16/18 - 11/30/18	11/01/18 - 11/15/18	11/19/18	11/16/18	11/20/18	11/26/18
11	Dec 14th, 2018	Friday	15th on Sat.	12/01/18 - 12/15/18	11/16/18 - 11/30/18	12/05/18	12/04/18	12/06/18	12/10/18
12	Dec 28th, 2018	Friday	30th on Sun.	12/16/18 - 12/31/18	12/01/18 - 12/15/18	12/17/18	12/17/18	12/18/18	12/20/18
13	Jan 15th, 2019	Tuesday		01/01/19 - 01/15/19	12/16/18 - 12/31/18	01/04/19	01/03/19	01/07/19	01/09/19
14	Jan 30th, 2019	Wednesday		01/16/19 - 01/31/19	01/01/19 - 01/15/19	01/18/19	01/17/19	01/22/19	01/24/19
15	Feb 15th, 2019	Friday		02/01/19 - 02/15/19	01/16/19 - 01/31/19	02/06/19	02/05/19	02/07/19	02/11/19
16	Feb 28th, 2019	Thursday		02/16/19 - 02/28/19	02/01/19 - 02/15/19	02/19/19	02/19/19	02/20/19	02/22/19
17	Mar 15th, 2019	Friday		03/01/19 - 03/15/19	02/16/19 - 02/28/19	03/06/19	03/05/19	03/07/19	03/11/19
18	Mar 29th, 2019	Friday	30th on Sat.	03/16/19 - 03/31/19	03/01/19 - 03/15/19	03/20/19	03/19/19	03/21/19	03/25/19
19	Apr 15th, 2019	Monday		04/01/19 - 04/15/19	03/16/19 - 03/31/19	04/04/19	04/03/19	04/05/19	04/09/19
20	Apr 30th, 2019	Tuesday		04/16/19 - 04/30/19	04/01/19 - 04/15/19	04/18/19	04/17/19	04/22/19	04/24/19
21	May 15th, 2019	Wednesday		05/01/19 - 05/15/19	04/16/19 - 04/30/19	05/06/19	05/03/19	05/07/19	05/09/19
22	May 30th, 2019	Thursday		05/16/19 - 05/31/19	05/01/19 - 05/15/19	05/20/19	05/17/19	05/21/19	05/23/19
23	June 14th, 2019	Friday	15th on Sat.	06/01/19 - 06/15/19	05/16/19 - 05/31/19	06/05/19	06/04/19	06/06/19	06/10/19
** 24	June 28th, 2019	Friday	30th on Sun.	06/16/19 - 06/30/19	06/01/19 - 06/15/19	06/19/19	06/18/19	06/20/19	06/24/19

\* Teacher's First Pay (1/20th of Annual Salary)

\*\* Final Pay for 10 mo. and 12 mo. employees.  
The balloon payment will also be made on this date.

**<Note> Checks are delivered to work sites on Pay Date**