

2018 - 2019 TIME SHEET SCHEDULE

<u>DATES COVERED ON TIMESHEET</u> (2-week period)	<u>DATES TURNED</u> <u>IN AT SCHOOL</u> (Friday)	<u>**LAST DATE TO BE</u> <u>AT PAYROLL OFFICE</u> (Monday)	<u>DATES PAID</u> (Wednesday)
June 3 - June 16	June 15	June 18	July 3
June 17 - June 30	June 29 FRI	June 29 FRI	July 18
July 1 - July 14	July 13	July 16	August 1
July 15 - July 28	July 27	July 30	August 15
July 29 - August 11	August 10	August 13	August 29
August 12 - August 25	August 24	August 27	September 12
August 26 - September 8	September 7	September 10	September 26
September 9 - September 22	September 21	September 24	October 10
September 23 - October 6	October 5	October 8	October 24
October 7 - October 20	October 19	October 22	November 7
October 21 - November 3	November 2	November 5	November 21
November 4 - November 17	November 16 FRI	November 16 FRI	December 5
November 18 - December 1	November 30	December 3	December 19
December 2 - December 15	December 14 FRI	December 14 FRI (NOON)	January 2, 2019
December 16 - December 29	January 2 WED	January 2 WED	January 16
December 30 - January 12	January 11 FRI	January 11 FRI	January 30
January 13 - January 26	January 25	January 28	February 13
January 27 - February 9	February 8	February 11	February 27
February 10 - February 23	February 22	February 25	March 13
February 24 - March 9	March 8	March 11	March 27
March 10 - March 23	March 22	March 25	April 10
March 24 - April 6	April 5	April 8	April 24
April 7 - April 20	April 18 THUR	April 23 TUES	May 8
April 21 - May 4	May 3	May 6	May 22
May 5 - May 18	May 17	May 20	June 5
May 19 - June 1	May 31	June 3	June 19

*****PLEASE NOTE*****

ANY TIME SHEET RECEIVED IN THE PAYROLL OFFICE LATE OR NOT COMPLETED PROPERLY WILL BE RETURNED AND HELD UNTIL THE NEXT PAY DATE.