

# 2019 - 2020 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 2 - June 15	June 14	June 17	July 3
June 16 - June 29	<b>June 28 FRI</b>	<b>June 28 FRI</b>	July 17
June 30 - July 13	July 12	July 15	July 31
July 14 - July 27	July 26	July 29	August 14
July 28 - August 10	August 9	August 12	August 28
August 11 - August 24	August 23	August 26	September 11
August 25 - September 7	September 6	September 9	September 25
September 8 - September 21	September 20	September 23	October 9
September 22 - October 5	October 4	October 7	October 23
October 6 - October 19	October 18	October 21	November 6
October 20 - November 2	November 1	November 4	November 20
November 3 - November 16	<b>November 15 FRI</b>	<b>November 15 FRI</b>	December 4
November 17 - November 30	<b>December 3 TUES</b>	<b>December 3 TUES 11 AM</b>	December 18
December 1 - December 14	<b>December 13 FRI</b>	<b>December 13 FRI (NOON)</b>	December 31 TUES
December 15 - December 28	<b>January 2 THUR</b>	<b>January 2 THUR</b>	January 15, 2020
December 29 - January 11	<b>January 10 FRI</b>	<b>January 13 FRI</b>	January 29
January 12 - January 25	January 24	January 27	February 12
January 26 - February 8	February 7	February 10	February 26
February 9 - February 22	February 21	February 24	March 11
February 23 - March 7	March 6	March 9	March 25
March 8 - March 21	March 20	March 23	April 8
March 22 - April 4	<b>April 3 FRI</b>	<b>April 3 FRI</b>	April 22
April 5 - April 18	April 17	April 20	May 6
April 19 - May 2	May 1	May 4	May 20
May 3 - May 16	May 15	May 18	June 3
May 17 - May 30	May 29	June 1	June 17

**\*\*\*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.