

## PAYROLL SCHEDULE 2021-2022 SCHOOL YEAR

PAY DATES	DAY	PAYROLL NUMBER		NOTES	TIME SHEET PERIOD	TIME SHEET
		12M	10 M			DEADLINE
						DATE
7/8/2021	Thursday	1			6/11 - 6/24/2021	6/25/2021
7/22/2021	Thursday	2			6/25 - 7/08/2021	7/9/2021
8/5/2021	Thursday	3			7/09 - 7/22/2021	7/23/2021
8/19/2021	Thursday	4			7/23 - 8/5/2021	8/6/2021
9/2/2021	Thursday	5			8/06 - 8/19/2021	8/20/2021
9/15/2021	Wednesday	6	1	1 day early & 1st pay day for 10 month staff	8/20 - 9/2/2021	9/3/2021
9/30/2021	Thursday	7	2		9/03 - 9/16/2021	9/17/2021
10/14/2021	Thursday	8	3		9/17 - 9/30/2021	10/1/2021
10/28/2021	Thursday	9	4		10/1 - 10/14/2021	10/15/2021
11/10/2021	Wednesday	10	5	Payroll 1 working day early	10/15 - 10/28/2021	10/29/2021
11/24/2021	Wednesday	11	6	Payroll 1 working day early	10/29 - 11/11/2021	11/12/2021
12/9/2021	Thursday	12	7		11/12 - 11/25/2021	11/29/2021
12/23/2021	Thursday	13	8		11/26 - 12/09/2021	12/10/2021
1/6/2022	Thursday	14	9		12/10 - 12/23/2021	12/23/2021
1/20/2022	Thursday	15	10		12/24 - 1/6/2022	1/7/2022
2/3/2022	Thursday	16	11		1/07 - 1/20/2022	1/21/2022
2/17/2022	Thursday	17	12		1/21 - 2/3/2022	2/4/2022
3/3/2022	Thursday	18	13		2/4 - 2/16/2022	2/18/2022
3/17/2022	Thursday	19	14		2/17 - 3/3/2022	3/4/2022
3/31/2022	Thursday	20	15		3/4 - 3/17/2022	3/18/2022
4/8/2022	Friday	21	16	Payroll 4 working days early	3/18 - 3/31/2022	4/1/2022
4/28/2022	Thursday	22	17		4/1 - 4/14/2022	4/18/2022
5/12/2022	Thursday	23	18		4/15 - 4/28/2022	4/29/2022
5/26/2022	Thursday	24	19		4/29 - 5/12/2022	5/13/2022
6/9/2022	Thursday	25	20		5/13 - 5/26/2022	5/27/2022
6/23/2022	Thursday	26	21	TAT balloon payment on 6/23/2022	5/27 - 6/09/2022	6/10/2022
					6/10 - 6/23/2022	6/24/2022
					6/25 - 6/30/2022	6/30/2022
<b>TIME SHEETS MUST BE IN THE PAYROLL OFFICE BY THE TIME SHEET DEADLINE DATE TO INSURE PAYMENT</b>						
<b>ALL DIRECT DEPOSIT PARTICIPANTS: Please make note, due to some of the Holiday Schedules</b>						
there may <b>NOT</b> be enough time to process direct deposit. Should that happen, you will be						
<b>given a NEGOTIABLE CHECK. -- You will be notified in advance should this be the case.</b>						
<b>YOUR COOPERATION IS ESSENTIAL TO MEET PAYROLL DEADLINES</b>						
<b>For Annual Salaried Employees: Should an annual salaried employee leaves employment prior to the end of the</b>						
<b>school year, monies may be owed to the District.</b>						