

2017-2018 PAYROLL SCHEDULE

EMP CONTRACT DAYS	CHECK DATES	SUB DAYS/ABSENCE		PAYROLL DUE		
		PAY PERIOD				
CYCLE 1 (240-261 DAYS)	JULY	7	07/01 - 07/08	Tue/6/27	1	
		21	07/09 -07/15	Tue/7/11	2	
	AUGUST	4	07/16-07/22	Tue/7/25	3	
		18	07/23-08/05	Tue/8/8	4	
CYCLE 2 (200-239 DAYS)	SEPTEMBER	1	08/06-08/19	Tue/8/22	5	
		15	08/20-09/02	Tue/9/5	6	
CYCLE 3 (0-199 DAYS)	SEPTEMBER	29	09/03-09-16	Tue/9/19	7	
		OCTOBER	13	09/17-09/30	Tue/10/3	8
			27	10/1-10/14	Tue/10/17	9
	NOVEMBER	10	10/15-10/28	Tue/10/31	10	
		WEDNESDAY 22	10/20-11/11	Mon/11/13	11	
	DECEMBER	8	11/12-11/25	Tue/11/28	12	
		22	11/26-12/09	Tue/12/12	13	
	JANUARY	5	12/10-12/23	Wed/12/27	14	
		19	12/24-01-06	Tue/1/9	15	
	FEBRUARY	2	01/07-01/20	Tue/1/23	16	
16		01/21-02/03	Tue/2/6	17		
MARCH	2	02/04-02/17	Tue/2/20	18		
	16	02/18-03/03	Tue/3/6	19		
	30	03/04-03-17	Tue/3/20	20		
APRIL	13	03/18-03/31	Tue/4/3	21		
	27	04/01-04/14	Tue/4/17	22		
MAY	11	04/15-04/28	Tue/5/1	23		
	25	04/29-05/12	Tue/5/15	24		
JUNE	8	05/13-05/26	Tue/5/29	25		
	22	05/27-06/02	Tue/6/12	26		
LAST CHECK (CYCLE 1)	JULY	6	06/03-06/30	Tue/6/26	23	
		20	07/01-07/07	Tue/7/10	24	
LAST CHECK (CYCLE 2)	AUGUST	3	07/08-07/14	Tue/7/24	25	
LAST CHECK (CYCLE 3)		17	07/15-07/28	Tue/8/7	26	
1ST CK (2018-2019)		31	08/19-09/01	Tue/8/21		

Payroll is due at 5:00 PM each Tuesday listed - you may not be scheduled to work that day- please double check that payroll is complete prior to your break or time off