## **Please Post**

## **PAYROLL CALENDAR FOR 2018-2019**

(INCLUDES SUMMER 2018)

| (INCLUDES SUMMER 2018) |   |                                   |   |   |  |  |
|------------------------|---|-----------------------------------|---|---|--|--|
| PAY DATE               | Payroll                                     | Dates covered<br>in pay period    | Eschool, ESS,<br>Timecards and<br>Excel Pay Files<br>Due from sites | Eschool, ESS,<br>Timecards and<br>Excel Pay Files<br>Due to Payroll | Delivery<br>Instructions for<br>K-12 sites | Notes  |
| 7/31/2018              | July Regular &<br>Variable                  | Jul 1 to Jul 31<br>Jul1 to Jul10  | 7/11/2018   | 7/16/2018   | US MAIL to home address                    |  |
| 8/31/2018              | August Regular &<br>Variable                | Aug 1 - Aug 31<br>Jul 11 - Aug 10 | 8/13/2018   | 8/15/2018   | Normal                                     |  |
| 9/28/2018              | September Regular &<br>Variable             | Sep 1 - Sep 30<br>Aug 11 - Sep 10 | 9/11/2018   | 9/13/2018   | Normal                                     |  |
| 10/31/2018             | October Regular &<br>Variable               | Oct 1 - Oct 31<br>Sep 11 - Oct 10 | 10/11/2018  | 10/15/2018  | Normal                                     |  |
| 11/30/2018             | November Regular &<br>Variable              | Nov 1 - Nov 30<br>Oct 11 - Nov 10 | 11/13/2018  | 11/15/2018  | Normal                                     |  |
| 12/31/2018             | December Regular &<br>Variable              | Dec 1 - Dec 31<br>Nov 11 - Dec 10 | 12/11/2018  | 12/13/2018  | US MAIL to home address                    |  |
| 1/31/2019              | January Regular &<br>Variable               | Jan 1 - Jan 31<br>Dec 11 - Jan 10 | 1/11/2019   | 1/14/2019   | Normal                                     |  |
| 2/28/2019              | February Regular &<br>Variable              | Feb 1 - Feb 29<br>Jan 11 - Feb 10 | 2/11/2019   | 2/13/2019   | Normal                                     |  |
| 3/29/2019              | March Regular &<br>Variable                 | Mar 1 - Mar 31<br>Feb 11 - Mar 10 | 3/12/2019   | 3/13/2019   | Normal                                     |  |
| 4/30/2019              | April Regular &<br>Variable                 | Apr 1 - Apr 30<br>Mar 11 - Apr 10 | 4/11/2019   | 4/12/2019   | Normal                                     |  |
| 5/31/2019              | May Regular &<br>Variable                   | May 1 - May 31<br>Apr 11 - May 10 | 5/13/2019   | 5/15/2019   | Normal                                     |  |
| 6/28/2019              | June Regular,<br>Variable & Deferred<br>Pay | Jun 1 - Jun 30<br>May 11 - Jun 10 | 6/11/2019   | 6/12/2019   | US MAIL to home address                    |  |
| 7/12/2019              | 2018-19 Year End<br>Payroll                 | Jun 11 - Jun 30                   | 7/1/2019  | 7/2/2019  | US MAIL to home address                    | Includes summer<br>school and time<br>worked up to June 30 |
| 7/31/2019              | July Regular &<br>Variable                  | Jul 1 - Jul 31<br>Jul 1 - Jul 15  | 7/12/2019   | 7/15/2019   | US MAIL to home address                    | Includes summer<br>school time worked in<br>July           |
| 8/30/2019              | August Regular &<br>Variable                | Aug 1 - Aug 31<br>Jul 11 - Aug 10 | 8/12/2019   | 8/14/2019   | Normal                                     |  |