

# Please Post

## PAYROLL CALENDAR FOR 2014-2015

(INCLUDES SUMMER 2015)

PAY DATE	Payroll	Dates covered in pay period	TIME CARDS DUE FROM SITES*	TIME CARDS DUE FROM AUTHORIZING DEPARTMENTS	Delivery Instructions for K-12 sites	Notes
7/31/2014	July Regular	July 1 - July 30			US MAIL to home address	
8/8/2014	July Variable	July 1 - July 20	7/22/2014	7/24/2014	US MAIL to home address	Summer School time cards paid July 1 through final day of Summer School
8/29/2014	August Regular	Aug 1- Aug 31			Normal	
9/10/2014	August Variable	July 21-Aug 20	8/22/2014	8/25/2014	Normal	
9/30/2014	September Regular	Sept 1 - Sept 30			Normal	
10/10/2014	September Variable	Aug 21-Sep 10	9/12/2014	9/15/2014	Normal	
PAY DATE	Payroll	Dates covered in pay period	Eschool & Etimesheets Submission	Eschool & Etimesheets Approval	Delivery Instructions for K-12 sites	Notes
10/31/2014	October Regular & Variable	Oct 1 - Oct 31 Sept 11 - Oct 10	10/13/2014	10/15/2014	Normal	
11/26/2014	November Regular & Variable	Nov 1 - Nov 30 Oct 11 - Nov 10	11/11/2014	11/13/2014	Normal	
12/31/2014	December Regular & Variable	Dec 1 - Dec 31 Nov 11 - Dec 10	12/11/2014	12/15/2014	Normal	
1/30/2015	January Regular & Variable	Jan 1 - Jan 31 Dec 11 - Jan 10	1/12/2014	1/14/2014	Normal	
2/27/2015	February Regular & Variable	Feb 1 - Feb 28 Jan 11 - Feb 10	2/11/2014	2/12/2014	Normal	
3/31/2015	March Regular & Variable	Mar 1 - Mar 31 Feb 11 - Mar 10	3/11/2014	3/13/2014	Normal	
4/30/2015	April Regular & Variable	Apr 1 - Apr 30 Mar 11 - Apr 10	4/13/2014	4/15/2014	Normal	
5/29/2015	May Regular & Variable	May 1 - May 31 Apr 11 - May 10	5/11/2014	5/13/2014	Normal	
6/30/2015	June Regular, Variable & Deferred Pay	Jun 1 - Jun 30 May 11 - Jun 10	6/11/2014	6/15/2014	Normal	
7/17/2015	2014-2015 Year End Payroll	Jun 11 - Jun 30	6/30/2015	7/2/2015	US MAIL to home address	Includes summer school and time worked between 6/11 - 6/30
7/31/2015	July Regular & Variable	Jul 1 - Jul 31 Jun 11 - Jul 10	7/13/2014	7/16/2014	US MAIL to home address	Includes summer school time worked between 6/30 - 7/10
8/31/2015	August Regular & Variable	Aug 1 - Aug 31 Jul 11 - Aug 10	8/11/2014	8/13/2014	Normal	
* "TIME CARDS DUE " date indicates the date that time cards should be sent from the originating site to either the Payroll department or to the required department for authorization (Special Ed, Food Service, Maintenance, etc.).						