



## SY 2020-2021: Bi-Weekly & Monthly Pay Schedules

Below are the scheduled pay dates for bi-weekly and monthly personnel. These deadlines will be used for paying overtime and for charging leave to annualized employees. Please note that all bi-weekly and monthly corrections: for absences, missed punches, staff development/in-services, and jury duty pay must be completed by 10:00 a.m. on the due date for that pay period.

Time must be approved on a weekly basis for the TimeClock Plus Time and Attendance System.

Due to strict banking schedules and the timesharing of the computer system we must adhere to these deadlines.

BI-WEEKLY SCHEDULE			MONTHLY SCHEDULE		
Pay Date	Pay Period	Due Date	Pay Date	Pay Period	Due Date
SEP 11, 2020	08/22/2020 thru 09/04	SEPT 8th	SEP 18, 2020	08/01/2020 thru 08/28	AUG 31st
SEP 25, 2020	09/05/2020 thru 09/18	SEPT 21st	OCT 16, 2020	08/29/2020 thru 09/25	SEPT 28th
OCT 9, 2020	09/19/2020 thru 10/02	OCT 5th	NOV 20, 2020	09/26/2020 thru 10/30	NOV 2nd
OCT 23, 2020	10/03/2020 thru 10/16	OCT 19th	DEC 18, 2020	10/31/2020 thru 11/27	NOV 30th
NOV 6, 2020	10/17/2020 thru 10/30	NOV 2nd	JAN 15, 2021	11/28/2020 thru 12/25	JAN 5th
NOV 20, 2020	10/31/2020 thru 11/13	NOV 16th	FEB 19, 2021	12/26/2020 thru 01/29	FEB 1st
DEC 4, 2020	11/14/2020 thru 11/27	NOV 30th	MAR 19, 2021	01/30/2021 thru 02/26	MAR 1st
DEC 18, 2020	11/28/2020 thru 12/11	DEC 14th	APR 16, 2021	02/27/2021 thru 03/26	MAR 29th
*DEC 31, 2020	12/12/2020 thru 12/25	DEC 16th	MAY 21, 2021	03/27/2021 thru 04/30	MAY 3rd
JAN 15, 2021	12/26/2020 thru 01/08	JAN 11th	JUN 18, 2021	05/01/2021 thru 05/28	JUN 1st
JAN 29, 2021	01/09/2021 thru 01/22	JAN 25th	JUL 16, 2021	05/29/2021 thru 07/02	JUN 28th
FEB 12, 2021	01/23/2021 thru 02/05	FEB 8th	AUG 20, 2021	07/03/2021 thru 07/30	AUG 2nd
FEB 26, 2021	02/06/2021 thru 02/19	FEB 22nd			
*MAR 12, 2021	02/20/2021 thru 03/05	MAR 3rd			
MAR 26, 2021	03/06/2020 thru 03/19	MAR 22nd			
APR 9, 2021	03/20/2021 thru 04/02	APR 5th			
APR 22, 2021	04/03/2021 thru 04/16	APR 19th			
MAY 7, 2021	04/17/2021 thru 04/30	MAY 3rd			
MAY 21, 2021	05/01/2021 thru 05/14	MAY 17th			
JUN 4, 2021	05/15/2021 thru 05/28	JUN 1st			
JUN 18, 2021	05/29/2021 thru 06/11	JUN 14th			
JUL 2, 2021	06/12/2021 thru 06/25	JUN 28th			
JUL 16, 2021	06/26/2021 thru 07/09	JUL 12th			
JUL 30, 2021	07/10/2021 thru 07/23	JUL 26th			
AUG 13, 2021	07/24/2021 thru 08/06	AUG 9th			
AUG 27, 2021	08/07/2021 thru 08/20	AUG 23rd			

**Extra Duty Supplements** will be paid on a monthly basis. Work done in one month will be paid the following month. Supplement Pay will be included with the regular monthly paycheck.

\* The **DUE DATES** are subject to Change. Principals/Directors will be notified of any changes.

\*\* **PAY DATES** will be projected due to District Offices begin closed.

**PLEASE NOTE:** For Accrued Employees, CUT OFF DATES are used for O/T and Absence Deductions.