

Biweekly 2018-2019

JULY				
MON	TUES	WED	THUR	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

AUGUST				
MON	TUES	WED	THUR	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

SEPTEMBER				
MON	TUES	WED	THUR	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

OCTOBER				
MON	TUES	WED	THUR	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

NOVEMBER				
MON	TUES	WED	THUR	FRI
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

DECEMBER				
MON	TUES	WED	THUR	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

JANUARY				
MON	TUES	WED	THUR	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

FEBRUARY				
MON	TUES	WED	THUR	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

MARCH				
MON	TUES	WED	THUR	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

APRIL				
MON	TUES	WED	THUR	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

MAY				
MON	TUES	WED	THUR	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JUNE				
MON	TUES	WED	THUR	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

PAY PERIODS END THE SUNDAY BEFORE PAYDAY AND INCLUDE A TWO WEEK PERIOD
TIME SHEETS SHOULD BE TURNED IN EACH MONDAY ALONG WITH ANY ABSENCE FROM DUTY FORMS FOR ANY DAYS MISSED DURING THAT WEEK

(ABSENCE FROM DUTY FORMS ARE REQUIRED FOR FULL TIME EMPLOYEES ONLY.)

** NO VOLUNTARY DEDUCTIONS WILL BE TAKEN FROM YOUR
 November 30 and May 31 Checks (third payday in the month).



THIS PAY SCHEDULE IS TO BE USED FOR THE FOLLOWING EMPLOYEES:

- * MAINTENANCE /CUSTODIANS
- * FOOD SERVICE
- * ALL SUBSTITUTES (TEACHING, CUSTODIAL, FOOD SERVICE & MAINTENANCE)
- * STUDENTS

PLEASE CONTACT CYNTHIA CARTER WITH ANY QUESTIONS REGARDING PAYROLL - 693-3806.

