

Cut Off Date	Payroll Receive Date	Pay Date	Special Pays Included	Notes	Check #	
					12 month Employee	10 month Employee
2021						
Friday, June 24, 2022	Monday, June 27, 2022	Friday, July 08, 2022	A,W, AA, Y		1	
NO TIMESHEETS PROCESSED						
		Friday, July 15, 2022	Accrual Payroll	*		
		Friday, July 22, 2022	B,C,D,E,M		2	
Friday, July 8, 2022	Monday, July 11, 2022	Friday, August 05, 2022			3	
Friday, July 22, 2022	Monday, July 25, 2022	Friday, August 19, 2022			4	
Friday, August 05, 2022	Monday, August 08, 2022	Friday, September 02, 2022	G		5	
Friday, August 19, 2022	Monday, August 22, 2022	Friday, September 16, 2022	O,U		6	1
Friday, September 02, 2022	Tuesday, September 06, 2022	Friday, September 30, 2022			7	2
Friday, September 16, 2022	Monday, September 19, 2022	Friday, October 14, 2022	H,Z		8	3
Friday, September 30, 2022	Monday, October 03, 2022	Friday, October 28, 2022	U		9	4
Friday, October 14, 2022	Monday, October 17, 2022	Thursday, November 10, 2022	P		10	5
Friday, October 28, 2022	Monday, October 31, 2022	Friday, November 25, 2022			11	6
Friday, November 11, 2022	Monday, November 14, 2022	Friday, December 09, 2022	F,I,K,Q		12	7
Friday, November 25, 2022	Monday, November 28, 2022	Friday, December 23, 2022			13	8
2023						
Friday, December 09, 2022	Monday, December 12, 2022	Friday, January 06, 2023	J,X NO MEDICAL		14	9
Friday, December 23, 2022	Monday, December 26, 2022	Friday, January 20, 2023			15	10
Friday, January 06, 2023	Monday, January 09, 2023	Friday, February 03, 2023	L,V,R		16	11
Friday, January 20, 2023	Monday, January 23, 2023	Friday, February 17, 2023			17	12
Friday, February 03, 2023	Monday, February 06, 2023	Friday, March 03, 2023			18	13
Friday, February 17, 2023	Monday, February 20, 2023	Friday, March 17, 2023	S		19	14
Friday, March 03, 2023	Monday, March 06, 2023	Friday, March 31, 2023	V		20	15
Friday, March 17, 2023	Monday, March 20, 2023	Friday, April 14, 2023	T		21	16
Friday, March 31, 2023	Monday, April 03, 2023	Friday, April 28, 2023			22	17
Friday, April 14, 2023	Monday, April 17, 2023	Friday, May 12, 2023			23	18
Friday, April 28, 2023	Monday, May 01, 2023	Friday, May 26, 2023			24	19
Friday, May 12, 2023	Monday, May 15, 2023	Friday, June 09, 2023	N		25	20
Friday, May 26, 2023	Monday, May 29, 2023	Friday, June 23, 2023	X,BB	**	26	21

Special Pays:	Unit(s)	Pay Description
A	Administrators, Unaf. Clerical	Unused Sick Pay
B	Maint / B&G / Trans / H&C	Terminal Leave Pay
C	Teaching Assistants	Unused Sick Pay
D	Teachers / Administrators	Terminal Leave Pay
E	Teachers	Retirement Incentive
F	Clerical	Unused Sick Pay
G	Teachers	Unused Sick Pay
H	Nurses	Uniform Allowance
I	H&C / B/G / Maint/ Nurses/Trans/Aides	Unused Sick Pay
J	All Groups	Health Declination Pay
K	Teacher Aides/Teacher Ass't	Lump Longevity Pay
L	Teachers	Half-Steppers Increase
M	Administrators	Retirement Incentive Pay
N	Maint / B&G / Trans / H&C	Lump Longevity Pay
O	Teachers / Coaches	Fall Coaches - High School for 6 checks, Middle School for 5 checks
P	Teachers / Coaches	Early Winter Coaches - Middle School for 5 checks
Q	Teachers / Coaches	Winter Coaches - High School for 6 checks
R	Teachers / Coaches	Late Winter Coaches - Middle School for 5 checks
S	Teachers / Coaches	Spring Coaches - High School for 6 checks
T	Teachers / Coaches	Spring Coaches - Middle School for 5 checks
U	Teachers	Horizontal Advance- Effective 9/1/20
V	Teachers	Horizontal Advance- Effective 2/1/21
W	H&C / Maint / B&G	Unused Vacation Pay
X	Maintenance/H&C (H&C 6/23 ONLY)	Stipend
Y	Clerical	Head Secretary Stipend
Z	Maintenance	Tool Allowance
AA	Clerical	Longevity
BB	Monitor	Unused Sick Pay

Notes: * Accrual Payroll - Process prior year Payroll claims, Timesheets and Substitute Sign-In sheets
 ** For contract employees this is the final pay for the school year. If applicable, multi-checks will be issued.

The following conditions must be met in order for payment to be included on the 'Pay Date' indicated above:
 - Period worked has to be no later than the 'Cut Off Date' indicated above, and
 - Paperwork (payroll claims, time sheets, etc.) has to be received by the Payroll Office no later than 12:00pm on the 'Payroll Receive Date' indicated above.