

****SEMI-MONTHLY CUT-OFF DATES/LEAVE POSTING PERIODS
2022-2023 SCHOOL YEAR**

<u>PAYROLL PERIOD</u>	<u>DUE BY NOON</u>	<u>PAY DATE</u>
August 1 - August 14	August 15	September 15
August 15 – August 28	August 29	September 30
August 29- September 11	September 12	October 14
September 12 – September 25	September 26	October 28
September 26 - October 9	October 10	November 15
October 10 – October 23	October 24	November 30
October 24- November 6	November 7	December 15
November 7 – November 27	November 28	December 30
November 28 - December 11	December 12	January 13
December 12 - January 1	January 3	January 30
January 2 - January 15	January 17	February 15
January 16 – January 29	January 30	February 28
January 30 - February 12	February 13	March 3
February 13 – February 26	February 27	March 30
February 27 - March 19	March 20	April 14
March 20 – April 2	April 3	April 28
April 3 - April 16	April 17	May 15
April 17 – April 30	May 1	May 30
May 1 - May 14	May 15	June 15
May 15 – May 28	May 31	June 29
May 29 - June 11	June 12	July 13
June 12 – June 25	June 26	July 27
June 26 - July 9	July 10	August 15
July 10 – July 30	July 31	August 30

**PLEASE TURN IN ALL REPORTS ONCE A WEEK
AND ON THE DUE DATE**

**** True Time timesheets: Due weekly on Monday.
Supervisors: Please approve by noon on Tuesday.**