

HARDEE COUNTY SCHOOL BOARD

2015-2016 FISCAL YEAR
PAYROLL SCHEDULE

MONTH PAY PERIOD	SV#2													
	JULY 1	JULY 2	AUG 3	AUG 4	SEPT 5	SEPT 6	OCT 7	OCT 8	NOV 9	NOV 10	DEC 11	DEC 12	JAN 13	JAN 14
			<u>Estimate PR</u>				<u>Estimate PR</u>							
PAYROLL PERIOD BEGINS	7/1	7/5	7/19	8/11	8/23	9/6	9/20	10/11	10/18	11/1	11/15	11/29	12/6	1/3
PAYROLL PERIOD ENDS	7/4	7/18	8/10	8/22	9/5	9/19	10/10	10/17	10/31	11/14	11/28	12/5	1/2	1/16
BEGIN REMOTE SITE INPUT	7/6	7/20	8/6	8/24	9/8	9/21	10/2	10/19	11/2	11/13	11/30	12/9	1/4	1/19
END REMOTE SITE INPUT @1PM	7/7	7/21	8/7	8/25	9/9	9/23	10/6	10/20	11/4	11/16	12/2	12/10	1/6	1/21
EXTRA DUTY TIME SHEETS DUE @10AM	7/6	7/20	8/6	8/24	9/8	9/21	10/2	10/19	11/2	11/13	11/30	12/9	1/4	1/19
PICK UP LEAVE DETAIL REPORT	7/9	7/28	8/12	8/27	9/11	9/28	10/12	10/23	11/10	11/18	12/8	12/15	1/12	1/26
REPORT DUE TO PAYROLL @10AM	7/13	7/29	8/13	8/28	9/14	9/29	10/13	10/26	11/11	11/19	12/9	12/16	1/13	1/27
PRINT CHECKS AND PROCESS DIRECT DEPOSITS	7/9	7/28	8/12	8/27	9/11	9/28	10/12	10/23	11/10	11/18	12/8	12/15	1/12	1/26
CHECKS ISSUED	7/15	7/30	8/14	8/31	9/15	9/30	10/15	10/30	11/13	11/30	12/15	12/18	1/15	1/29

MONTH PAY PERIOD	SV#3														
	FEB 15	FEB 16	MAR 17	MAR 18	APR 19	APR 20	MAY 21	MAY 22A	*** 22B & C	MAY 23B	*** 24D	JUNE 23A	JUNE 24A	*** 24B & C	
	<u>Estimate PR</u>							ALL	9/10 MTH	9/10 MTH	9/10 MTH	11/12 MTH	11/12 MTH	11 MTH	
PAYROLL PERIOD BEGINS	1/17	2/7	2/14	2/28	3/13	4/3	4/17	5/1		5/22		5/22	6/5		
PAYROLL PERIOD ENDS	2/6	2/13	2/27	3/12	4/2	4/16	4/30	5/21		5/26		6/4	6/30		
BEGIN REMOTE SITE INPUT	2/1	2/16	2/29	3/21	4/4	4/18	5/2	5/16		5/25		6/6	6/14		
END REMOTE SITE INPUT @1PM	2/4	2/16	3/3	3/23	4/7	4/21	5/5	5/17		5/25		6/7	6/22		
EXTRA DUTY TIME SHEETS DUE @10AM	2/1	2/16	2/29	3/21	4/4	4/18	5/2	5/16		5/25		6/6	6/14		
PICK UP LEAVE DETAIL REPORT	2/9	2/19	3/8	3/28	4/12	4/26	5/10	5/20		5/27		6/9	6/28		
REPORT DUE TO PAYROLL @10AM	2/10	2/22	3/9	3/29	4/13	4/27	5/11	5/23		5/31		6/13	6/29		
PRINT CHECKS AND PROCESS DIRECT DEPOSITS	2/9	2/19	3/8	3/28	4/12	4/26	5/10	5/20	5/20	5/27	5/27	6/9	6/28	6/28	
CHECKS ISSUED	2/12	2/29	3/11	3/31	4/15	4/29	5/13	5/24	5/24	5/31	5/31	6/15	6/30	6/30	

***NO LEAVE INPUT OR EXTRA DUTY FOR (PR#22B, PR#22C) & (PR#24B, PR#24C OR PR#24D) POST ALL LEAVE & EXTRA DUTY ON PR#22A, PR#23B & PR#24A.

PAYMENT OF SUPPLEMENTS: 1ST 1/2 PAID ON PR#9 11/13/15 - 2ND 1/2 PAID ON PR#21 5/13/16.

ESTIMATED PR#3 8/14/2015, PR22A 05/24/2016 & PR#24A DUE TO BEGINNING/END OF YEAR.

ESTIMATED PR# 7 10/15/2015 & PR#15 2/12/2016 - DUE TO SURVEYS 2 & 3.