

**Huron ISD  
Payroll Schedule  
FY 2018-19**

**School Year 2017-18**

<u>Pay Date</u>	<u>Time Sheet Deadline</u>	<u>Pay Period</u>		<u>Pay #</u>
		<u>Begin Date</u>	<u>End Date</u>	
07/06/18	07/02/18	06/18/18	07/01/18	23
07/20/18	07/16/18	07/02/18	07/15/18	24
08/03/18	07/30/18	07/16/18	07/29/18	25
08/17/18	08/13/18	07/30/18	08/12/18	26

**School Year 2018-19**

<u>Pay Date</u>	<u>Time Sheet Deadline</u>	<u>Pay Period</u>		<u>Pay #</u>
		<u>Begin Date</u>	<u>End Date</u>	
09/07/18	09/04/18	08/13/18	08/26/18	1
09/21/18	09/17/18	08/27/18	09/09/18	2
10/05/18	10/01/18	09/10/18	09/23/18	3
10/19/18	10/15/18	09/24/18	10/07/18	4
11/02/18	10/29/18	10/08/18	10/21/18	5
11/16/18	11/12/18	10/22/18	11/04/18	6
11/30/18	11/26/18	11/05/18	11/18/18	7
12/14/18	12/10/18	11/19/18	12/02/18	8
12/28/18	12/17/18	12/03/18	12/16/18	9*
01/11/19	01/07/19	12/17/18	12/30/18	10
01/25/19	01/21/19	12/31/18	01/13/19	11
02/08/19	02/04/19	01/14/19	01/27/19	12
02/22/19	02/18/19	01/28/19	02/10/19	13
03/08/19	03/04/19	02/11/19	02/24/19	14
03/22/19	03/18/19	02/25/19	03/10/19	15
04/05/19	04/01/19	03/11/19	03/24/19	16
04/19/19	04/15/19	03/25/19	04/07/19	17
05/03/19	04/29/19	04/08/19	04/21/19	18
05/17/19	05/13/19	04/22/19	05/05/19	19
05/31/19	05/27/19	05/06/19	05/19/19	20
06/14/19	06/10/19	05/20/19	06/02/19	21
06/28/19	06/24/19	06/03/19	06/16/19	22
07/12/19	07/08/19	06/17/19	06/30/19	23
07/26/19	07/22/19	07/01/19	07/14/19	24
08/09/19	08/05/19	07/15/19	07/28/19	25
08/23/19	08/19/19	07/29/19	08/11/19	26

\* Time sheets are due early due to the HISD being closed for Winter Break.

All employees who receive their main pay through time sheet submissions must turn in time sheets to their immediate supervisor on the Friday before payroll week. Time sheets approved by supervisors must be received by the payroll bookkeeper no later than noon on Monday of the week in which payroll is to be processed. All other time sheets for extra duties such as lunch duty, professional development stipends, sub pay, etc. must be turned in on a monthly basis on the Friday prior to the first pay of each month.