

2018-2019 PAYROLL SCHEDULE

<u>Deadline for VeriTime Certification and Time Sheets*</u>	<u>Pay Period (Days Worked)</u>	<u>Pay # and Pay Date</u>
Friday, 06/29/2018 before you leave	06/16/2018 – 06/29/2018	# 1 07/06/2018
Monday, 07/16/2018 by noon	06/30/2018 – 07/13/2018	# 2 07/20/2018
Monday, 07/30/2018 by noon	07/14/2018 – 07/27/2018	# 3 08/03/2018
Monday, 08/13/2018 by noon	07/28/2018 - 08/10/2018	# 4 08/17/2018
Monday, 08/27/2018 by noon	08/11/2018 – 08/24/2018	# 5 08/30/2018
Monday, 09/10/2018 by noon	08/25/2018 – 09/07/2018	# 6 09/14/2018
Monday, 09/24/2018 by noon	09/08/2018 – 09/21/2018	# 7 09/28/2018
Monday, 10/08/2018 by noon	09/22/2018 – 10/05/2018	# 8 10/12/2018
Monday, 10/22/2018 by noon	10/06/2018 – 10/19/2018	# 9 10/26/2018
Monday, 11/5/2018 by noon	10/20/2018 – 11/02/2018	#10 11/09/2018
Monday, 11/19/2018 by noon	11/03/2018 – 11/16/2018	#11 11/23/2018
Monday, 12/03/2018 by noon	11/17/2018 – 11/30/2018	#12 12/07/2018
Monday, 12/17/2018 by noon	12/01/2018 - 12/14/2018	#13 12/21/2018
Friday, 12/28/2018 before you leave	12/15/2018 - 12/28/2018	#14 01/04/2019
Monday, 01/14/2019 by noon	12/29/2018 – 01/11/2019	#15 01/18/2019
Monday, 01/28/2019 by noon	01/12/2019 – 01/25/2019	#16 02/01/2019
Monday, 02/1/2019 by noon	01/26/2019 – 02/08/2019	#17 02/15/2019
Monday, 02/25/2019 by noon	02/09/2019 - 02/22/2019	#18 03/01/2019
Monday, 03/11/2019 by noon	02/23/2019 - 03/08/2019	#19 03/15/2019
Friday, 03/22/2019 before you leave	03/09/2019 - 03/22/2019	#20 03/29/2019
Monday, 04/08/2019 by noon	03/23/2019 - 04/05/2019	#21 04/12/2019
Monday, 04/22/2019 by noon	04/06/2019 - 04/19/2019	#22 04/26/2019
Monday, 05/06/2019 by noon	04/20/2019 - 05/03/2019	#23 05/10/2019
Monday, 05/20/2019 by noon	05/04/2019 - 05/17/2019	#24 05/24/2019
Monday, 06/03/2019 by noon	05/18/2019 - 05/31/2019	#25 06/07/2019
Monday, 06/17/2019 by noon	06/01/2019 - 06/14/2019	#26 06/21/2019

*Time Sheets must be filled out completely. Include the following items on each time sheet: Date worked, begin time, end time, job assignment description (what did you do) and supervisor signature.