

**Vernonia School District
Monthly Pay Schedule
Fiscal Year 2018-2019**

Month	Pay period	Submit Time Sheet	Pay Date
July	July 1- July 13	7/13/2018	7/31/2018
August	July 14-August 10	8/10/2018	8/31/2018
September	August 11-Sept 14	9/14/2018	9/28/2018
October	Sept 15-Oct 12	10/12/2018	10/31/2018
November	Oct 13-Nov 9	11/9/2018	11/30/2018
December	Nov 10-Dec 14	12/14/2018	12/31/2018
January	Dec 15-Jan 11	1/11/2019	1/31/2019
February	Jan 12-Feb 8	2/8/2019	2/28/2019
March	Feb 9-March 8	3/8/2019	3/29/2019
April	March 9-April 12	4/12/2019	4/30/2019
May	April 13-May 10	5/10/2019	5/31/2019
June *	May 11-June 30	6/12/2019	6/28/2019

*submit June's timesheet on last work day or no later than 06/12/2019
may require estimated time from payroll cutoff through June 30

Classified staff: report all hours worked and absences

Others: report fill in time, additional hours worked, and absences

Timesheets must be turned in by the due date to ensure correct payroll processing.

Thank you!