



2022-2023

PAYROLL MONTH	Payday	TIMESHEETS/LEAVE SLIPS DUE FIRST FRIDAY OF EVERY MONTH UNLESS NOTED OTHERWISE	PAY PERIOD COVERS TIMESHEETS & LEAVE SLIPS FOR:
			SUMMER PROGRAM DUE DATES MAY BE DIFFERENT
JULY	15th	1-Jul	JUNE 6-JULY 1 (PT &AE EMP)
AUGUST	15th	4-Aug	JULY 5-AUG 5
SEPTEMBER	15th	1-Sep	AUG 8-SEPT 1
OCTOBER	14th	7-Oct	SEPT 6 -OCT 7
NOVEMBER	15th	4-Nov	OCT 10-NOV4
DECEMBER	15th	2-Dec	NOV 7-DEC 2
JANUARY	13th	6-Jan	DEC 5-JAN 6
FEBRUARY	15th	3-Feb	JAN 9-FEB 3
MARCH	15th	3-Mar	FEB 6-MAR 3
APRIL	14th	31-Mar	MAR 6-MAR 31 Leave will need to be entered by March 31st
MAY	15th	5-May	APR 10-MAY 5
JUNE	12th	2-Jun	MAY 8-JUNE 2