



Payroll Schedule 2019-2020

Unless otherwise noted below, timesheets are due BEFORE NOON on the Monday following the last day of the pay period. If late, pay will be prepared the following pay period.

Dates			Timesheet due	Bank Deposit	Notes
Aug-25-2019	-	Sep-07-2019	Sep-09	Sep-13	
Sep-08-2019	-	Sep-21-2019	Sep-23	Sep-27	
Sep-22-2019	-	Oct-05-2019	Oct-07	Oct-11	
Oct-06-2019	-	Oct-19-2019	Oct-21	Oct-25	Thanksgiving Oct 14
Oct-20-2019	-	Nov-02-2019	NID - Oct 25	Nov-04	Nov-08
Nov-03-2019	-	Nov-16-2019	Nov-15	Nov-22	Non-Inst. Day Monday Nov 18 - timesheets due Friday prior
Nov-17-2019	-	Nov-30-2019	NID - Nov 18	Dec-02	Dec-06
Dec-01-2019	-	Dec-14-2019	Dec-16	Dec-20	
Dec-15-2019	-	Dec-28-2019 *1	Dec. 20	Jan-03	Timesheets due last day of school before winter break
Dec-29-2019	-	Jan-11-2020	Jan-13	Jan-17	School reopens Jan 6
Jan-12-2020	-	Jan-25-2020	NID - Jan 17	Jan-27	Jan-31
Jan-26-2020	-	Feb-08-2020	Feb-10	Feb-14	
Feb-09-2020	-	Feb-22-2020	Feb-24	Feb-28	Family Day Stat - Feb 17
Feb-23-2020	-	Mar-07-2020	NID Feb 28	Mar-09	Mar-13
Mar-08-2020	-	Mar-21-2020 *2	Mar 13	Mar-27	Spring Break starts Mar 16 - timesheets due Mar. 13
Mar-22-2020	-	Apr-04-2020	Apr-06	Apr-09	School reopens March 30
Apr-05-2020	-	Apr-18-2020	Apr-20	Apr-24	Good Friday - April 10 Easter Monday - April 13
Apr-19-2020	-	May-02-2020	NID - Apr 20	May-04	May-08
May-03-2020	-	May-16-2020	NID - May 15	May-14	May-22
May-17-2020	-	May-30-2020	Jun-01	Jun-05	Non-Instr. Day May 15 plus Stat May 18 so timesheets due May 14 Victoria Day - May 18
May-31-2020	-	Jun-13-2020	Jun-15	Jun-19	
Jun-14-2020	-	Jun-27-2020	NID - June 26	Jun-25	Jul-03
Jun-28-2020	-	Jul-11-2020	Jul-13	Jul-17	Last Day of school - June 26 Timesheets due June 25 Canada Day July 1

*1 Winter Break - 2 weeks (Dec. 23 - Jan. 3) - may request ROE

*2 Spring Break - 2 weeks (Mar. 16 - Mar. 27) - may request ROE

Records of Employment are prepared for all 10 month employees automatically after the last pay period in June