

**SCHOOL YEAR 2017-2018
TIME SHEET SUBMISSION**

DATES WORKED	SUBMIT TO PAYROLL BY	PAY DATE
7/03-7/09/2017	7/12/2017	7/21/2017
7/10-7/23/2017	7/26/2017	8/4/2017
7/24-8/06/2017	8/9/2017	8/18/2017
8/07-8/20/2017	8/23/2017	9/1/2017
8/21-9/03/2017	9/6/2017	9/15/2017
9/04-9/17/2017	9/20/2017	9/29/2017
9/18-8/01/2017	10/4/2017	10/13/2017
10/02-10/15/2017	10/18/2017	10/27/2017
10/16-10/29/2017	10/31/2017	11/9/2017
10/30-11/12/2017	11/13/2017	11/22/2017
11/13-11/26/2017	11/29/2017	12/8/2017
11/27-12/08/2017	12/12/2017	12/21/2017
12/11-12/24/2017	12/27/2017	1/5/2018
12/25-1/07/2018	1/10/2018	1/19/2018
1/08-1/21/2018	1/24/2018	2/2/2018
1/22-2/04/2018	2/7/2018	2/16/2018
2/05-2/18/2018	2/21/2018	3/2/2018
2/19-3/04/2018	3/7/2018	3/16/2018
3/05-3/18/2018	3/21/2018	3/30/2018
3/19-04/01/2018	4/4/2018	4/13/2018
4/02-4/15/2018	4/18/2018	4/27/2018
4/16-4/29/2018	5/2/2018	5/11/2018
4/30-5/13/2018	5/16/2018	5/25/2018
5/14-5/27/2018	5/30/2018	6/8/2018
5/28-6/10/2018	6/13/2018	6/22/2018
6/11-6/24/2018	JULY	First Payroll In July

**ANY TIMESHEETS SUBMITTED LATE WILL BE HELD UNTIL THE NEXT PAYROLL.
ALL TIMESHEETS MUST BE APPROVED BY THE SUPERVISOR PRIOR TO SUBMISSION.**