

Payroll Schedule For 2013-14 School Year

Pay checks will be issued on the following dates:

Timesheet due date for payment on the 15th payroll is the first working day of the month

Month in which work is done	Pay checks for salaries	Pay checks for timesheets	Pay checks for "late" timesheets
July 2013	7/31/13	8/15/13	8/22/13
August 2013	8/30/13	9/13/13	9/20/13
September 2013	9/30/13	10/15/13	10/22/13
October 2013	10/31/13	11/15/13	11/22/13
November 2013	11/26/13	12/13/13	(canceled)
December 2013	12/30/13 for Classified 1/2/14 for Certificated	1/15/14	1/22/14
January 2014	1/31/14	2/13/14	2/21/14
February 2014	2/28/14	3/14/14	3/21/14
March 2014	3/31/14	4/15/14	4/22/14
April 2014	4/30/14	5/15/14	5/22/14
May 2014	5/30/14	6/13/14	6/20/14
June 2014	6/30/14	7/15/14	7/22/14

Payroll Department - How to Contact Us

Name	Position	Answer questions regarding	Phone
<p>Malika Upshur (last names beginning A to J)</p> <p style="text-align: center;">or</p> <p>Kevin Younger (last names beginning K to Z)</p>	<p>Payroll Specialist</p>	<ul style="list-style-type: none"> ➤ pay check errors ➤ pay check delivery problems ➤ making changes to: <ul style="list-style-type: none"> ○ tax withholding ○ direct deposit ○ pay deductions ○ garnishments ○ pay check delivery ➤ obtaining copies of W-2's 	<p>644-6436 (Malika)</p> <p style="text-align: center;">or</p> <p>644-6067 (Kevin)</p>
<p>Robert Martin</p>	<p>Payroll Supv.</p>	<ul style="list-style-type: none"> ➤ issues which cannot be resolved by payroll specialists ➤ STRS and PERS ➤ overpayments 	<p>644-6674</p>