

2009-2010 Pay Dates for Hourly Employees

<u>Reporting Period</u>	<u>Pay Date</u>
June 20-July 3	July 15, 2009
July 4 – 17	July 31, 2009
July 18- 31	August 14, 2009
August 1 – 14	August 31, 2009
August 15 – 28	September 15, 2009
August 29 – Sept 11	September 30, 2009
September 12 – Oct 2	October 15, 2009
October 3- 16	October 30, 2009
October 17– 30	November 13, 2009
October 31 - Nov 13	November 30, 2009
November 14- 27	December 15, 2009
November 28- Dec. 18	December 31, 2009
December 19 –Jan. 1, 2010	January 15, 2010
January 2 – 15	January 29, 2010
January 16 – 29	February 12, 2010
January 30 – Feb. 12	February 26, 2010
February 13 – 26	March 15, 2010
February 27 –Mar 19	March 31, 2010
March 20 – April 2	April 15, 2010
April 3 – 16	April 30, 2010
April 17 – 30	May 14, 2010
May 1 – 14	May 28, 2010
May 15 - 28	June 15, 2010
May 29– June 18	June 30, 2010

- Less than 12-month employees (179-209 days) will be paid August 31, 2009 through June 15, 2010 (20 pays)
- Less than 12-month employees (210 -225 days) will be paid August 14, 2009 through June 30, 2010 (22 pays)
- 12-month hourly employees (226-261 days) will be paid July 15, 2009 through June 30, 2010 (24 pays)
- Insurance and other voluntary deductions for all less than 12-month employees will be taken on the paychecks dated September 15, 2009 through May 28, 2010.
- Insurance and other voluntary deductions for 12 month employees will be taken on the paychecks dated July 15, 2009 through June 30, 2010.

Note: The reporting periods listed above are used as cut-off dates for reporting absences, docked days, overtime, and compensating hourly substitute employees. *Overtime and other adjustments for the period of June 20 – June 30 will be reflected on the July 15, 2010 paycheck. Reporting Periods are subject to change as necessary to allow ample processing time for holidays and other scheduled breaks.