

Towns County Board of Education

DATE: December 14, 2017
TO: Principals & Supervisors
CC: Clerks
FROM: Central Office
RE: Payroll Schedule

The schedule below will be followed for payroll. Timesheets will be due in the central office no later than:

Cut-Off	Timesheets Due	Payroll Goes Out
December 31, 2017	January 15, 2018	January 25, 2018 - Thursday
January 31, 2018	February 15, 2018	February 22, 2018 - Thursday
February 28, 2018	March 15, 2018	March 26, 2018 - Monday
March 31, 2018	April 16, 2018	April 26, 2018 - Thursday
April 30, 2018	May 15, 2018	May 24, 2017 - Thursday
May 31, 2018	June 15, 2018	June 28, 2018 - Thursday
June 30, 2018	July 16, 2018	July 26, 2018 - Thursday
July 31, 2018	August 15, 2018	August 27, 2018 - Monday
August 31, 2018	September 15, 2018	September 27, 2018 - Monday
September 30, 2018	October 15, 2018	October 25, 2018 - Thursday
*October 31, 2018	TBA	November TBA, 2018
*November 30, 2018	TBA	December TBA, 2018