

MEMORANDUM

TO: Payroll Designees
 FROM: Payroll Department
 RE: Payroll Dates for 2022/23 School Year

Please use the following schedule to submit service reports.

If you have any questions concerning this matter, please contact the staff accountant responsible for your school.

PAY PERIOD overtime calculated wkl Sunday - Saturday)	SERVICE REPORT DUE DATE	PAYROLL DATE	TEACHERS	Nurses	AIDES PARAS	10 MONTH	11 Month	12 MONTH	BUS DRIVERS & BUS AIDES
			August 4, 2022 May 26, 2023	August 4, 2022 May 26, 2023	August 4, 2022 May 26, 2023	July 25, 2022 June 9, 2023	July 11, 2022 June 21, 2023	July 1, 2022 June 30, 2023	August 4, 2022 May 26, 2023
5/29/22- 6/25/22	7/10/2022	7/29/2022	0	0	0		0	0	0
6/26/22 - 7/30/22	8/10/2022	8/31/2022	0	0	0	5	15	25	0
7/31/22 - 8/27/22	9/10/2022	9/30/2022	17	17	17	20	20	20	17
8/28/22 - 9/24/22	10/10/2022	10/31/2022	19	19	19	19	19	19	19
9/25/22 - 10/29/22	11/10/2022	11/30/2022	24	24	24	25	25	25	24
10/30/22-11/26/22	12/10/2022	12/30/2022	14	14	14	14	14	17	14
11/27/22 - 12/31/22	1/10/2023	1/31/2023	15	15	15	15	15	19	15
1/1/23 - 1/28/23	2/10/2023	2/28/2023	18	18	18	18	18	18	18
1/29/23 - 2/25/23	3/10/2023	3/31/2023	17	15	15	17	17	18	17
2/26/23 -3 /25/23	4/10/2023	4/28/2023	20	20	20	20	20	20	20
3/26/23 - 4/29/23	5/10/2023	5/31/2023	20	20	20	20	20	20	20
4/30/23 - 5/27/23	6/10/2023	6/30/2023	20	20	20	20	20	20	20
5/28/23 - 6/24/23			0			9	17	19	0
			184	182	182	202	220	240	184
			+ 3 Flex						+2 Flex
			187						186

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