

**JACKSON COUNTY SCHOOL BOARD  
2007-08  
PAYROLL SCHEDULE**

**TWELVE MONTH PERSONNEL**

<u>Payroll Periods</u>	<u>Due Dates</u>	<u>Work Days</u>	<u>Paid Holidays</u>	<u>Total Days</u>	<u>Pay Dates</u>
Jul 02 - Jul 13	Jul 16	9	1	10	Jul 31
Jul 16 - Aug 14	Aug 15	22	0	22	Aug 31
Aug 15 - Sep 13	Sep 14	21	1	22	Sep 28
Sep 14 - Oct 05	Oct 08	16	0	16	Oct 31
Oct 08 - Nov 02	Nov 05	20	0	20	Nov 30
Nov 05 - Nov 30	Dec 03	17	2	19	Dec 19
Dec 03 - Jan 11	Jan 14	23	4	27	Jan 31
Jan 14 - Feb 08	Feb 11	19	1	20	Feb 29
Feb 11 - Mar 07	Mar 10	20	0	20	Mar 28
Mar 10 - Apr 11	Apr 14	20	5	25	Apr 30
Apr 14 - May 02	May 05	15	0	15	May 30
May 05 - Jun 30	Jun 13	<u>40</u>	<u>0</u>	<u>40</u>	Jun 30
TOTAL DAYS		242	14	256	

**\*Changes in projected work days in June MUST be reported prior to the pay date in this month.**

Timesheets are to be turned in to the school secretary on the last day of each payroll period.  
"Due Date" is the date completed payrolls are due in the Personnel Office.

Paid Holidays: July 4, September 3, November 22-23, December 24-26, 2007;  
January 1, January 21, March 31-April 4, 2008

Non-Working Days: November 21 and December 27-31, 2007; May 26, 2008

Work days include October 15-16, and December 17-21, 2007.

**Approved by Jackson County School Board, Regular Session, May 15, 2007**

**Amended by Jackson County School Board, Regular Session, September 18, 2007**