

**JACKSON COUNTY SCHOOL BOARD  
2008-09  
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 01 - Jul 11	Jul 14	8	1	9	Jul 31
Jul 14 - Aug 14	Aug 15	24	0	24	Aug 29
Aug 15 - Sep 12	Sep 15	20	1	21	Sep 30
Sep 15 - Oct 03	Oct 06	15	0	15	Oct 31
Oct 06 - Oct 31	Nov 03	20	0	20	Nov 25
Nov 03 - Nov 28	Dec 01	17	2	19	Dec 19
Dec 01 - Jan 09	Jan 12	22	4	26	Jan 30
Jan 12 - Feb 06	Feb 09	19	1	20	Feb 27
Feb 09 - Mar 06	Mar 09	20	0	20	Mar 27
Mar 09 - Apr 10	Apr 13	20	5	25	Apr 30
Apr 13 - May 08	May 11	20	0	20	May 29
May 11 - Jun 30	Jun 12	<u>37</u>	<u>0</u>	<u>37</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 3, September 1, November 27-28, December 24-26, 2008;  
January 1, January 19, March 30-April 3, 2009

Non-Working Days: November 26, December 29-31, 2008; January 2, 2009

Work days include October 20-21 (Student Fall Break), and December 22-23, 2008, May 25, 2009.

**Approved by Jackson County School Board, Regular Session, May 20, 2008**