

BURNT HILLS-BALLSTON LAKE CENTRAL SCHOOLS

To: All 12 Month Staff (including Per Diem & Hourly)

From: Business Office

Re: Payday Schedule for 2018-19

Payroll dates for the 2018-19 school year will be as follows:

July	13	27	
	Time sheet dates 6/18-7/1	7/2-7/15	
August	10	24	
	7/16-7/29	7/30-8/12	
September	7	21	
	8/13-8/26	8/27-9/9	
October	5	19	
	9/10-9/23	9/24-10/7	
November	2	16	30
	10/8-10/21	10/22-11/4	11/5-11/18
December	14	28	
	11/19-12/2	12/3-12/16	
January	11	25	
	12/17-12/30	12/31-1/13	
February	8	22	
	1/14-1/27	1/28-2/10	
March	8	22	
	2/11-2/24	2/25-3/10	
April	5	18	
	3/11-3/24	3/25-4/7	
May	3	17	31
	4/8-4/21	4/22-5/5	5/6-5/19
June	14	28	
	5/20-6/2	6/3-6/16	

July 13th will be the first paycheck for 12 month staff followed by regular biweekly payrolls through June 28th. Please review your check for accuracy (salary, deductions, etc.).

****IMPORTANT NOTE:** *Voluntary deductions will be withheld over 20 paychecks beginning on **September 21st** and ending on **June 14th**.*

Please take this into consideration when determining the bimonthly amount deducted for your TSA. IRS rules applicable to TSA's follow a calendar year, however, your salary is based upon a fiscal year and spans two calendar years. Your annual limit will be reached in December and deductions begin again in January.

Coaching

Fall Sports 9/21/18 & 11/2/18

Winter Sports 12/14/18 & 2/8/19

Spring Sports 4/18/19 & 5/31/19