

# Hamilton County School Board 2017-2018 Payroll Schedule

Original 4/3/2017

Board Approved: 4/10/17

Month and Pay Date	Payroll Run #	Submittal Dates (Dates due from Schools/Depts to Payroll)	Transmittal Date (ACH/EFT Transfer to Bank)	Work/Leave Period		
				Begins	Ends	
* 07/13/17	1	07/06/17	07/11/17	06/19/17	07/02/17	
07/31/17	2	07/20/17	07/27/17	07/03/17	07/16/17	
** 08/15/17	3	08/03/17	08/10/17	07/17/17	07/30/17	
08/31/17	4	08/21/17	08/29/17	07/31/17	08/13/17	
09/15/17	5	09/08/17	09/13/17	08/14/17	09/03/17	3 weeks
09/29/17	6	09/21/17	09/27/17	09/04/17	09/17/17	
10/13/17	7	10/05/17	10/11/17	09/18/17	10/01/17	
10/31/17	8	10/20/17	10/27/17	10/02/17	10/15/17	
11/10/17	9	11/03/17	11/08/17	10/16/17	10/29/17	
11/17/17	10	11/09/17	11/15/17	10/30/17	11/05/17	1 week
12/08/17	11	11/30/17	12/06/17	11/06/17	11/26/17	3 weeks - Fall Break
12/15/17	12	12/08/17	12/13/17	11/27/17	12/03/17	1 week
01/12/18	13	01/05/17	01/10/18	12/04/17	12/31/17	4 weeks- Includes Winter Break
01/31/18	14	01/19/18	01/29/18	01/01/18	01/14/18	
02/15/18	15	02/05/18	02/13/18	01/15/18	01/28/18	
02/28/18	16	02/20/18	02/26/18	01/29/18	02/11/18	
03/15/18	17	03/05/18	03/13/18	02/12/18	02/25/18	
03/23/18	18	03/15/18	03/21/18	02/26/18	03/11/18	
04/13/18	19	04/06/18	04/11/18	03/12/18	04/01/18	3 weeks
04/30/18	20	04/20/18	04/26/18	04/02/18	04/15/18	
05/15/18	21	05/07/18	05/11/18	04/16/18	04/29/18	
*** 05/22/18	22	N/A	05/18/18	N/A	N/A	
05/31/18	23	05/21/18	05/29/18	04/30/18	05/13/18	
*** 06/07/18	24	N/A	06/05/18	N/A	N/A	
06/15/18	25	06/07/18	06/13/18	05/14/18	06/03/18	
06/28/18	26	06/20/18	06/26/18	06/04/18	06/17/18	Enter time off through year-end
**** 06/28/18	N/A	N/A	N/A	06/18/18	06/30/18	

M. Aultman

- \* First Pay Period of Year for 12 mo Contract Employees
- \*\* First Pay Period of Year for **ALL** other Contract Employees
- \*\*\* Payrolls do not include 12 mo Contract Employees
- \*\*\*\* For submittal/processing of year-end leave documents only

Note: Work/Leave period is for substitutes, other compensation and tracking of leave time. It does not indicate the pay period covered for your contract pay. Contract pay is divided by 24 equal payrolls per fiscal year.