

SCHOOL DISTRICT OF JANESVILLE

PLEASE POST

TO: All School Offices

FROM: Mr. Scott Garner
Director of Administrative & Human Services

The following is a list of the Cut Off dates for payroll purposes for Teachers, Administrators, Support Staff, Substitute Teachers and Non-Teaching employees during the 2017-18 school year. If any time sheets, etc. are not received by the cut off dates, payment could be delayed until the following pay day.

CUT OFF DATES

PAYROLL DATES

Friday	August 25, 2017	←————→	Friday	September 8, 2017
Friday	September 8, 2017	←————→	Monday	September 25, 2017
Friday	September 29, 2017	←————→	Tuesday	October 10, 2017
Friday	October 13, 2017	←————→	Wednesday	October 25, 2017
Friday	October 27, 2017	←————→	Friday	November 10, 2017
Friday	November 10, 2017	←————→	Wednesday	November 22, 2017
Friday	November 24, 2017	←————→	Friday	December 8, 2017
Friday	December 8, 2017	←————→	Thursday	December 21, 2017
Friday	December 22, 2017	←————→	Wednesday	January 10, 2018
Friday	January 12, 2018	←————→	Thursday	January 25, 2018
Friday	January 26, 2018	←————→	Friday	February 9, 2018
Friday	February 9, 2018	←————→	Thursday	February 22, 2018
Friday	February 23, 2018	←————→	Friday	March 9, 2018
Friday	March 9, 2018	←————→	Friday	March 23, 2018
Friday	March 23, 2018	←————→	Tuesday	April 10, 2018
Friday	April 13, 2018	←————→	Wednesday	April 25, 2018
Friday	April 27, 2018	←————→	Thursday	May 10, 2018
Friday	May 11, 2018	←————→	Friday	May 25, 2018
Friday	May 25, 2018	←————→	Friday	June 8, 2018
Friday	June 15, 2018	←————→	Monday	June 25, 2018
Friday	June 29, 2018	←————→	Tuesday	July 10, 2018
Friday	July 13, 2018	←————→	Wednesday	July 25, 2018
Friday	July 27, 2018	←————→	Friday	August 10, 2018
Friday	August 10, 2018	←————→	Friday	August 24, 2018

(Circumstances beyond our control could cause changes in some dates as listed. In such cases, each office will be contacted.)