

# Marion County Schools

**2019-20**

## **Pay Dates and Time Reporting Schedules**

All full-time employees will receive twenty-four (24) checks per year.

Substitute and part-time employees will receive one check per month on the 15th pay date.

All deductions except State Dental and State Vision premiums will be divided equally and deducted from both checks each month. State Dental and State Vision premiums will be divided over 12 paychecks and deducted on the 15th paydate of the month.

### **PAY DATES**

#### **Certified and Classified Employees**

<b>Month</b>	<b>Pay Dates</b>
Jul-19	15, 31
Aug-19	15, 30
Sep-19	13, 30
Oct-19	15, 31
Nov-19	15, 29
Dec-19	13, 30
Jan-20	15, 31
Feb-20	14, 28
Mar-20	13, 31
Apr-20	15, 30
May-20	15, 29
Jun-20	15, 30

Checks will not be issued early.

CERTIFIED and CLASSIFIED TIME REPORTS are due at the end of the last working day of each month. All time reports shall be submitted to the Central Office no later than the first working day of the next month. Substitute Employees will follow this same schedule.

# HOLIDAYS

2019-20 School Year

## Twelve-Month Employees

Fourth of July	7/4/2019
Labor Day	9/2/2019
Thanksgiving	11/28/2019
Thanksgiving	11/29/2019
Christmas Eve	12/24/2019
Christmas Day	12/25/2019
New Year's Eve	12/31/2019
New Year's Day	1/1/2020
MLK Day	1/20/2020
Memorial Day	5/25/2020

\*\*\*Per KRS 2.190, all Classified Staff contracted for 260 days will receive an additional holiday for Presidential Election days.