

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1X6 **DATE:** April 25, 2019

TOPIC/TITLE: 2019-20 Payday Schedule

PRESENTER: Amy M. Smith

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☐ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Boards of Education are required to approve a schedule of paydates on an annual basis Pursuant to Policies 03.121 and 03.221.

SUMMARY OF MAJOR ELEMENTS:

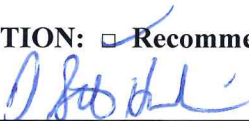
The attached pay date schedule defines the days on which payroll will be direct deposited to employees' bank accounts.

IMPACT ON RESOURCES: N/A

TIMETABLE FOR FURTHER REVIEW OR ACTION: N/A

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended

☐ Not Recommended



FY 2020 Pay Date Schedule

<u>Check #</u>	<u>Certified <240 days & Classified < 225 days</u>	<u>Certified =>240</u>	<u>Substitutes</u>	<u>Classified =>225</u>
1	August 30, 2019	July 31, 2019	August 15, 2019	July 15, 2019
2	September 30, 2019	August 30, 2019	September 13, 2019	July 31, 2019
3	October 31, 2019	September 30, 2019	October 15, 2019	August 15, 2019
4	November 27, 2019	October 31, 2019	November 15, 2019	August 30, 2019
5	December 20, 2019	November 27, 2019	December 13, 2019	September 13, 2019
6	January 31, 2020	December 20, 2019	January 15, 2020	September 30, 2019
7	February 28, 2020	January 31, 2020	February 14, 2020	October 15, 2019
8	March 31, 2020	February 28, 2020	March 13, 2020	October 31, 2019
9	April 30, 2020	March 31, 2020	April 15, 2020	November 15, 2019
10	May 29, 2020	April 30, 2020	May 15, 2020	November 27, 2019
11	June 15, 2020	May 29, 2020	June 15, 2020	December 13, 2019
12	June 30, 2020	June 30, 2020		December 30, 2019
13				January 15, 2020
14				January 31, 2020
15				February 14, 2020
16				February 28, 2020
17				March 13, 2020
18				March 31, 2020
19				April 15, 2020
20				April 30, 2020
21				May 15, 2020
22				May 29, 2020
23				June 15, 2020
24				June 30, 2020

Notes:

Athletic and Academic Extra Duty Supplements will be paid on the same schedule as and included in regular monthly paychecks, providing the individual has been hired by September 15 of the current year. For individuals hired after September 15, the supplement will be paid upon completion of the season and receipt of all paperwork.

Payment to Paraprofessionals for extra duty supplements will be issued on the next regularly scheduled pay date following completion of the season and receipt of all required paperwork.

<u>Pay Period Schedule - When to turn in Time Records</u>				
<u>Start Day</u>	<u>End Day</u>	<u>Days in Period</u>	<u>Due Date</u>	<u>Payment date for Subs</u>
7/1/2019	8/3/2019	25.00	8/5/2019	8/15/2019
8/4/2019	8/24/2019	15.00	8/26/2019	9/13/2019
8/25/2019	9/21/2019	20.00	9/23/2019	10/15/2019
9/22/2019	10/26/2019	25.00	10/28/2019	11/15/2019
10/27/2019	11/16/2019	15.00	11/18/2019	12/13/2019
11/17/2019	12/14/2019	20.00	12/16/2019	1/15/2020
12/15/2019	1/4/2020	15.00	1/6/2020	1/15/2020
1/5/2020	1/26/2020	15.00	1/28/2020	2/14/2020
1/27/2020	2/22/2020	20.00	2/24/2020	3/13/2020
2/23/2020	3/21/2020	20.00	3/23/2020	4/15/2020
3/22/2020	4/25/2020	25.00	4/27/2020	5/15/2020
4/26/2020	5/23/2020	20.00	5/26/2020	6/15/2020
5/24/2020	6/13/2020	15.00	6/15/2020	6/30/2020
6/14/2020	6/30/2020	12.00	6/30/2019	6/30/2020
		262.00		

*Due to end of year payroll processing requirements, timesheets need to be collected as soon as possible for work completed in June. Any work performed on June 30th needs to be turned in on July 1, 2020