

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #:** 180 **DATE:** May 5, 2020

**TOPIC/TITLE:** 2020-21 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

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## FY 2021 Pay Date Schedule

<u>Certified &lt;240 days &amp;</u>					<u>Notes:</u>
<u>Check #</u>	<u>Classified &lt; 225 days</u>	<u>Certified =&gt;240</u>	<u>Substitutes</u>	<u>Classified =&gt;225</u>	
1	August 31, 2020	July 31, 2020	August 14, 2020	July 15, 2020	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.
2	September 30, 2020	August 31, 2020	September 15, 2020	July 31, 2020	
3	October 30, 2020	September 30, 2020	October 15, 2020	August 14, 2020	
4	November 30, 2020	October 30, 2020	November 13, 2020	August 31, 2020	
5	December 18, 2020	November 30, 2020	December 15, 2020	September 15, 2020	
6	January 29, 2021	December 18, 2020	January 15, 2021	September 30, 2020	
7	February 26, 2021	January 29, 2021	February 12, 2021	October 15, 2020	
8	March 31, 2021	February 26, 2021	March 15, 2021	October 30, 2020	
9	April 30, 2021	March 31, 2021	April 15, 2021	November 13, 2020	
10	May 31, 2021	April 30, 2021	May 14, 2021	November 30, 2020	
11	June 15, 2021	May 31, 2021	June 15, 2021	December 15, 2020	
12	June 30, 2021	June 30, 2021		December 30, 2020	
13				January 15, 2021	
14				January 29, 2021	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.
15				February 12, 2021	
16				February 26, 2021	
17				March 15, 2021	
18				March 31, 2021	
19				April 15, 2021	
20				April 30, 2021	
21				May 14, 2021	
22				May 31, 2021	
23				June 15, 2021	
24				June 30, 2021	

<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>
7/1/2020	8/1/2020	23.00	8/4/2020	8/14/2020
8/2/2020	8/29/2020	20.00	9/1/2020	9/15/2020
8/30/2020	9/26/2020	20.00	9/29/2020	10/15/2020
9/27/2020	10/31/2020	25.00	11/3/2020	11/13/2020
11/1/2020	11/21/2020	15.00	11/24/2020	12/15/2020
11/22/2020	12/12/2020	15.00	12/15/2020	1/15/2021
12/13/2020	1/2/2021	15.00	1/5/2021	1/15/2021
1/3/2021	1/30/2021	20.00	2/2/2021	2/12/2021
1/31/2021	2/27/2021	20.00	3/2/2021	3/15/2021
2/28/2021	4/3/2021	25.00	4/6/2021	4/15/2021
4/4/2021	5/1/2021	20.00	5/4/2021	5/14/2021
5/2/2021	5/29/2021	20.00	6/1/2021	6/15/2021
5/30/2021	6/12/2021	10.00	6/15/2021	6/30/2021
6/13/2021	6/30/2021	13.00	6/30/2020	6/30/2021
		261.00		

\*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 on June 30th.