

**Gainesville City Schools
FY22 Payroll/HR Calendar**

**For Employees Leave and Substitutes Pay
Salary and Deduction Changes and Other Pays**

Month	Cut-off Date	Pay Period Dates	Timesheets/Leave Reports Due to Payroll	Pay Day Dates
July	3	Jul 1-3	7/6/2021	7/30/2021
August	7	Jul 4 - Aug 7	8/9/2021	8/31/2021
September	4	Aug 8 - Sept 4	9/7/2021	9/30/2021
October	2	Sept 5 - Oct 2	10/4/2021	10/29/2021
November	30	Oct 3 - Oct 30	11/1/2021	11/19/2021
December	27	Oct 31 - Nov 27	11/29/2021	12/17/2021
January	1	Nov 28 - Jan 1	1/3/2022	1/24/2022
February	5	Jan 2 - Feb 5	2/7/2022	2/28/2022
March	5	Feb 6 - Mar 5	3/7/2022	3/31/2022
April	2	Mar 6 - Apr 2	4/11/2022	4/29/2022
May	7	Apr 3 - May 7	5/9/2022	5/31/2022
June	7	May 8 - Jun 4	6/6/2022	6/30/2022
<i>June*</i>	<i>30</i>	<i>June 5 - June 30</i>		<i>Absences Monthly Report/Individual Employee Timesheets</i>
<i>*11/12 Month Employees Only</i>				
ALL DATES ARE SUBJECT TO CHANGE				