

SAUGERTIES CENTRAL SCHOOLS

Payroll Dates for 2022-2023 School Year

The Business Office will generally issue paychecks on the following dates. However, unforeseen circumstances such as Snow days, computer problems, etc. may interfere with this schedule. Twelve-month employees will receive 26 full checks; teachers and RN's will receive 20 full checks and 2 half checks; other salaried ten-month employees will receive 20 full checks and 2 half checks; hourly ten-month employees will receive 20 full checks and 2 half checks.

| PAYROLL DATES | | PAYROLL CLOSING DATE* | PAID THRU DATE** |
|--------------------|---|-----------------------|--------------------|
| July 8, 2022 | 12-month employees, hourly & Guidance (per diem) | July 1, 2022 | July 9, 2022 |
| July 22, 2022 | 12 month employees, hourly & Guidance | July 15, 2022 | July 23, 2022 |
| August 5, 2022 | 12 month employees, & hourly | July 29, 2022 | August 6, 2022 |
| August 19, 2022 | 12 month employees, & hourly | August 12, 2022 | August 20, 2022 |
| September 2, 2022 | 12 month employees, & hourly | August 26, 2022 | September 3, 2022 |
| September 9, 2022 | ½ pay for full time STA & SESA 10 month employees | September 2, 2022 | September 11, 2022 |
| September 16, 2022 | ½ pay for full time STA & SESA 10 month employees Full pay for 12 month and part time 10 month employees | September 9, 2022 | September 17, 2022 |
| September 30, 2022 | | September 23, 2022 | October 1, 2022 |
| October 14, 2022 | | October 7, 2022 | October 15, 2022 |
| October 28, 2022 | | October 21, 2022 | October 29, 2022 |
| November 10, 2022 | Thursday Payday due to Veteran's Day | November 4, 2022 | November 11, 2022 |
| November 22, 2022 | Tuesday Payday due to Holiday | November 18, 2022 | November 26, 2022 |
| December 9, 2022 | | December 2, 2022 | December 10, 2022 |
| December 23, 2022 | | December 16, 2022 | December 24, 2022 |
| January 6, 2023 | | December 30, 2022 | January 7, 2023 |
| January 20, 2023 | | January 13, 2023 | January 21, 2023 |
| February 3, 2023 | | January 27, 2023 | February 4, 2023 |
| February 17, 2023 | | February 10, 2023 | February 18, 2023 |
| March 3, 2023 | | February 24, 2023 | March 4, 2023 |
| March 17, 2023 | | March 10, 2023 | March 18, 2023 |
| March 31, 2023 | | March 24, 2023 | April 1, 2022 |
| April 14, 2023 | | April 7, 2023 | April 13, 2023 |
| April 28, 2023 | | April 21, 2023 | April 29, 2023 |
| May 12, 2023 | | May 5, 2023 | May 13, 2023 |
| May 26, 2023 | | May 19, 2023 | May 27, 2023 |
| June 9, 2023 | | June 2, 2023 | June 10, 2023 |
| June 23, 2023 | Last check for all - Multi-check (if applicable) | June 16, 2023 | June 24, 2023 |

* Timesheets for overtime, hourly, daily, and substitute work, etc., must be submitted to the Payroll Clerk by 1:00 p.m. on the date indicated in order to be processed for the corresponding payroll. Timecards must be submitted to the Payroll Clerk by 12:00 noon on Monday.

** Salaried employees are paid for the one-week/two-week period preceding the Paid Thru Date. Hourly/per diem employees are paid for the one-week/two-week period one week prior to the Paid Thru Date.

*** Timecard cycle is from Sunday through Saturday.

**** Paychecks can be picked up at the Business Office from 8:00 AM to 2:00 PM on days that school is not in session. Any checks not picked up by 2:00 PM will be mailed.