



**PERRIS UNION HIGH SCHOOL DISTRICT
2023-24 CERTIFICATED AND CLASSIFIED
MONTHLY PAYROLL SCHEDULE**

PAYROLL #	START DATE	END DATE	TIMECARDS DUE	PAY DATE
1M	7/01/2023	7/31/2023	8/04/2023	7/31/2023
2M	8/01/2023	8/31/2023	9/06/2023	8/31/2023
3M	9/01/2023	9/30/2023	10/05/2023	9/30/2023
4M	10/01/2023	10/31/2023	11/03/2023	10/31/2023
5M	11/01/2023	11/30/2023	12/05/2023	11/30/2023
6M	12/01/2023	12/31/2023	1/05/2024	12/28/2023
6S	12/01/2023	12/31/2023	1/05/2024	1/03/2024
7M	1/01/2024	1/31/2024	2/05/2024	1/31/2024
8M	2/01/2024	2/29/2024	3/05/2024	2/29/2024
9M	3/01/2024	3/31/2024	4/04/2024	3/29/2024
10M	4/01/2024	4/30/2024	5/03/2024	4/30/2024
11M	5/01/2024	5/31/2024	6/04/2024	5/31/2024
12M	6/01/2023	6/30/2023	07/05/2023**	6/30/2024

Timecards are to be submitted to payroll on or before the due dates listed above. Due to a very tight working schedule between pay periods, we cannot deviate from the due dates listed above. Late time cards will result in pay being delayed.

Timecards are to reflect only the current pay period. Do not carry over time worked or accumulated from one pay period to the next.

**** June Timecards for Work Years H - K will be due on 6/10/2024****

***** All Payroll Warrants will be mailed to the employee's address of record until further notice. *****

PLEASE NOTE: Direct Deposit is available as an option to all employees.

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REVISED: 6/30/23