Livermore Valley Joint Unified School District

2026–2027 Pay Dates & Deadlines

Month	Timesheet Work Period	Pay Date
July 2026	06/11/26 – 06/30/26	07/30/26 (prior year)
July 2026	07/01/26 – 07/10/26	07/31/26
August 2026	07/11/26 – 08/10/26	08/31/26
September 2026	08/11/26 – 09/10/26	09/30/26
October 2026	09/11/26 – 10/10/26	10/30/26
November 2026	10/11/26 – 11/10/26	11/30/26
December 2026	11/11/26 – 12/10/26	12/30/26
January 2027	12/11/26 – 01/10/27	01/29/27
February 2027	01/11/27 – 02/10/27	02/26/27
March 2027	02/11/27 – 03/10/27	03/31/27
April 2027	03/11/27 – 04/10/27	04/30/27
May 2027	04/11/27 – 05/10/27	05/28/27
June 2027	05/11/27 – 06/10/27	06/30/27
July 2027	06/11/27 – 06/30/27	07/29/27 (prior year)

Important Payroll Deadlines & Information

- If you are paid using a direct deposit, funds may be deposited into your bank account as early as midnight, or as late as 11:59 PM on each scheduled pay day.
- Timesheets for days worked the 11th through the 31st are due to payroll on the 1st of the next month, or the next business day, by 5:00 PM.
- Timesheets for days worked the 1st through the 10th are due to payroll on the 11th, or the next business day, by 5:00 PM.
- Payroll changes such as W-4, DE-4, direct deposit changes, and credit union deductions are due to payroll on the 10th of the month.
- All new direct deposit accounts have a one-month test run before they begin.
- 403(b)/457(b) Tax Shelter Annuity canges must be sent to Envoy by the end of the month for changes to take effect the following month
- Per IRS regulations timesheets must be submitted as worked – **employees cannot hold on to timesheet(s) for submittal at a later date**.
- Timesheets must have employee ID number, employee name and signature; site authorized signature and job assignment description.