

2026-2027 SEMI-MONTHLY PAYROLL CALENDAR

ALL non-exempt employees must submit their timesheet for the previous week every Monday. Supervisors must approve those timesheets by 4:30 pm every Wednesday.

Leave requests must be submitted AND approved PRIOR to submitting timesheet.

Pay Date	Pay Period Dates	Paper Timesheet Cutoff Date
September 3, 2026	7/25/2026 - 8/7/2026	Aug. 19, 2026 - Wednesday
September 18, 2026	8/8/2026 - 8/21/2026	Sep. 4, 2026 - Friday
October 2, 2026	8/22/26 - 9/4/26	Sep. 23, 2026 - Wednesday
October 16, 2026	9/5/26 - 9/18/26	Oct. 7, 2026 - Wednesday
November 3, 2026	9/19/26 - 10/2/26	Oct. 21, 2026 - Wednesday
November 18, 2026	10/3/26 - 10/16/26	Nov. 4, 2026 - Wednesday
December 3, 2026	10/17/26 - 10/30/26	Nov. 17, 2026 - Tuesday
December 17, 2026	10/31/26 - 11/13/26	Dec. 8, 2026 - Tuesday
January 1, 2027	11/14/26 - 12/4/26*	Dec. 15, 2026 - Tuesday
January 15, 2027	12/5/26 - 12/25/26*	Jan. 6, 2027 - Wednesday
February 3, 2027	12/26/26 - 1/15/27*	Jan. 20, 2027 - Wednesday
February 18, 2027	1/16/27 - 1/29/27	Feb. 3, 2027 - Wednesday
March 3, 2027	1/30/27 - 2/12/27	Feb. 17, 2027 - Wednesday
March 18, 2027	2/13/27 - 2/26/27	Mar. 3, 2027 - Wednesday
April 2, 2027	2/27/27 - 3/12/27	Mar. 24, 2027 - Wednesday
April 16, 2027	3/13/27 - 4/2/27*	Apr. 7, 2027 - Wednesday
May 3, 2027	4/3/27 - 4/16/27	Apr. 21, 2027 - Wednesday
May 18, 2027	4/17/27 - 4/30/27	May. 5, 2027 - Wednesday
June 3, 2027	5/1/27 - 5/14/27	May. 19, 2027 - Wednesday
June 17, 2027	5/15/27 - 5/28/27	Jun. 2, 2027 - Wednesday
July 2, 2027	5/29/27 - 6/11/27	Jun. 17, 2027 - Thursday
July 16, 2027	6/12/27 - 6/25/27	Jun. 30, 2027 - Wednesday
August 3, 2027	6/26/27 - 7/9/27	Jul. 21, 2027 - Wednesday
August 18, 2027	7/10/27 - 7/23/27	Aug. 4, 2027 - Wednesday
September 3, 2027	7/24/27 - 8/6/27	Aug. 25, 2027 - Wednesday
September 17, 2027	8/7/27 - 8/20/27	Sep. 3, 2027 - Friday

****Includes more than two weeks***

**** "Pay Period Dates" column does not apply to ANNUALIZED employees (paras, clerks, etc.) unless they are short of their scheduled hours during the pay period. Nor does it apply to supplemental paper timesheets.**

***** 18 pay employees (Transportation and Food Service) insurance deductions dates are
September 18, 2026 - June 3, 2027**

Paper timesheets are paid based off of the date that PAYROLL receives them.