**PERRIS UNION HIGH SCHOOL DISTRICT**
**2026 - 2027 CERTIFICATED AND CLASSIFIED**
**MONTHLY PAYROLL SCHEDULE **INTERNAL****

| Payroll Month | Timecards Pay Period | Timecards Due to Secretary | Timecards Due to Payroll | Pick up by Driver (EARLY MORNING PICKUP) | Pay Date |
|---|---|---|---|---|---|
| July | 6/01/2026 - 6/30/2026 | 6/30/2026 | 7/06/2026 | 07/07/2026 | 7/31/2026 |
| August | 7/01/2026 - 7/31/2026 | 7/31/2026 | 8/05/2026 | 08/06/2026 | 8/31/2026 |
| September | 8/01/2026 - 8/31/2026 | 8/31/2026 | 9/04/2026 | 09/08/2026 | 9/30/2026 |
| October | 9/01/2026 - 9/30/2026 | 9/30/2026 | 10/05/2026 | 10/06/2026 | 10/30/2026 |
| November | 10/01/2026 - 10/30/2026 | 10/30/2026 | 11/04/2026 | 11/05/2026 | 11/30/2026 |
| Dec. (Classified) | 11/01/2026 - 11/30/2026 | 11/30/2026 | 12/03/2026 | 12/04/2026 | 12/30/2026 |
| Dec. (Certificated) | 11/01/2026 - 11/30/2026 | 11/30/2026 | 12/03/2026 | 12/04/2026 | 01/04/2027 |
| January | 12/01/2026 - 12/31/2026 | 12/31/2026 | 01/06/2027 | 01/07/2027 | 1/29/2027 |
| February | 1/01/2027 - 1/29/2027 | 1/29/2027 | 2/04/2027 | 2/05/2027 | 2/26/2027 |
| March | 2/01/2027 - 2/26/2027 | 2/26/2027 | 3/04/2027 | 03/05/2027 | 3/31/2027 |
| April | 3/01/2027 - 3/31/2027 | 3/31/2027 | 4/06/2027 | 4/07/2027 | 4/30/2027 |
| May | 4/01/2027 - 4/30/2027 | 4/30/2027 | 5/06/2027 | 5/07/2027 | 5/28/2027 |
| June | 5/01/2027 - 5/31/2027 | 5/31/2027 | 6/03/2027 | 6/04/2027 | 6/30/2027 |

To ensure accurate and timely payroll processing, all extra duty and overtime timesheets must be submitted by the established deadlines. Late submissions will delay payment and be processed in the subsequent pay period. If you have any questions regarding timecard procedures or deadlines, please contact the Payroll Department DO-Payroll@Puhsd.org.
PLEASE NOTE: Direct Deposit is available as an option to all employees.

****June Timecards for Work Years H - K will be due on 6/14/2027 and pick up will be on 6/15/2027****
****June Timecards for Work Year G will be due on 6/17/2027 and pick up will be on 6/21/2027****
Payroll contact information: DO-Payroll@puhsd.org