



EAST RUTHERFORD PUBLIC SCHOOLS

Office of the Board of Education

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2026 - 2027 SCHOOL YEAR TIMESHEET SUBMISSION SCHEDULE

**EXTRA WORKED HOURS, CUSTODIAN OVERTIME, BUS AIDES
LUNCH AIDES & SUBSTITUTES**

PAY PERIOD	LAST DAY TO SUBMIT VOUCHER TO PAYROLL	PAY DATE
07/01/2026 – 07/15/2026	July 17	07/30/2026
07/16/2026 – 07/31/2026	August 3	08/14/2026
08/01/2026 – 08/15/2026	August 17	08/28/2026
08/16/2026 – 08/31/2026	September 2	09/15/2026
09/01/2026 – 09/15/2026	September 17	09/30/2026
09/16/2026 – 09/30/2026	October 2	10/15/2026
10/01/2026 – 10/15/2026	October 16	10/30/2026
10/16/2026 – 10/31/2026	November 2	11/13/2026
11/01/2026 – 11/15/2026	November 16	11/30/2026
11/16/2026 – 11/30/2026	December 2	12/15/2026
12/01/2026 – 12/15/2026	December 16	12/23/2026
12/16/2026 – 12/31/2026	January 4	01/15/2027
01/01/2027 – 01/15/2027	January 19	01/29/2027
01/16/2027 – 01/31/2027	February 2	02/12/2027
02/01/2027 – 02/15/2027	February 17	02/26/2027
02/16/2027 – 02/28/2027	March 2	03/12/2027
03/01/2027 – 03/15/2027	March 16	03/30/2027
03/16/2027 – 03/31/2027	April 2	04/15/2027
04/01/2027 – 04/15/2027	April 16	04/30/2027
04/16/2027 – 04/30/2027	May 3	05/14/2027
05/01/2027 – 05/15/2027	May 18	05/28/2027
05/16/2027 – 05/31/2027	June 2	06/15/2027
06/01/2027 – 06/15/2027	June 16	06/30/2027
06/16/2027 – 06/30/2027	July 1	07/15/2027

***Please note dates above are subject to revision due to emergency situations or calendar adjustments.**