

Community Consolidated School District 146  
2020-2021 Payroll Calendar

<b>PAY DATES</b>	<b>PR CUTOFF</b> 4:00 P.M.	<b>DATES INCLUDE</b> Hourly & Extra Duty
7/10/20	6/30/20	06/13/2020-06/26/2020
7/24/20	7/14/20	06/27/2020-07/10/2020
8/7/20	7/28/20	07/11/2020-07/24/2020
8/21/20	8/11/20	07/25/2020-08/07/2020
9/4/20	8/25/20	08/08/2020-08/21/2020
9/18/20	9/8/20	08/22/2020-09/04/2020
10/2/20	9/22/20	09/05/2020-09/18/2020
10/16/20	10/6/20	09/19/2020-10/02/2020
10/30/20	10/20/20	10/03/2020-10/16/2020
11/13/20	11/3/20	10/17/2020-10/30/2020
11/24/20	ER - ASAP	10/31/2020-11/13/2020
12/11/20	12/1/20	11/14/2020-11/27/2020
12/22/20	ER - ASAP	11/28/2020-12/11/2020
1/8/21	12/29/2020 SBB	12/12/2020-12/25/2020 *
1/22/21	1/12/21	12/26/2020-01/08/2021
2/5/21	1/26/21	01/09/2021-01/22/2021
2/19/21	2/9/21	01/23/2021-02/05/2021
3/5/21	2/23/21	02/06/2021-02/19/2021
3/19/21	3/9/21	02/20/2021-03/05/2021
4/2/21	3/23/21	03/06/2021-03/19/2021
4/16/21	4/6/21	03/20/2021-04/02/2021
4/30/21	4/20/21	04/03/2021-04/16/2021
5/14/21	5/4/21	04/17/2021-04/30/2021
5/28/21	5/18/21	05/01/2021-05/14/2021
6/11/21	6/1/21	05/15/2021-05/28/2021
6/25/21	6/15/21	05/28/2021-06/11/2021 Certified Clean up thru 6/30 CERTIFIED STAFF <b>MUST</b> TURN IN TIMESHEETS PRIOR TO 6/30, PER TRS GUIDELINES

Please follow this schedule when submitting payroll related information.

Column 1 list the pay dates in the 2020-2021 fiscal year.

Column 2 list the dates and time that payroll related information must be RECEIVED IN THE PAYROLL OFFICE (Please allow for travel time) IN ORDER TO COMPLETE THE PAYROLL IN A TIMELY AND ACCURATE MANNER  
NO EXCEPTIONS TO CUTOFF DATES WILL BE MADE.

Thank you for your understanding.

Column 3 list the corresponding pay periods for staff members paid from time sheets, i.e. reg. hrs, overtime, etc.

**\*1/8/2021 - SEND BEFORE BREAK IF POSSIBLE**