

Georgetown ISD Monthly Pay Schedule 2019-2020

***includes Extra Duty, Temp Employees, and Contracted Services**

Pay Date	Work dates included in the pay period	*Due date for all documentation required to receive a check for the pay period.
September 25, 2019	Aug 1 - Aug 31	September 12, 2019
October 25, 2019	Sept 1 - Sept 30	October 10, 2019
November 21, 2019	Oct 1 - Oct 31	November 7, 2019
December 19, 2018	Nov 1 - Nov 30	December 10, 2019
January 24, 2020	Dec 1 - Dec 31	January 10, 2020
February 25, 2020	Jan 1 - Jan 31	February 10, 2020
March 25, 2020	Feb 1 - Feb 28	March 6, 2020
April 24, 2020	Mar 1 - Mar 31	April 9, 2020
May 22, 2020	Apr 1 - Apr 30	May 8, 2020
June 25, 2020	May 1 - May 31	June 11, 2020
July 24, 2020	June 1 - June 30	July 10, 2020
August 25, 2020	July 1 - July 31	August 10, 2020

*The following will be included in the Monthly Payroll:

*Payroll Authorizations (PA's) for all Contracted Service Employees

*Temp Employees

*Extra Duty Pay for GISD Employees that are on a 12 month pay schedule.

*Employees that are paid Semi-Monthly will receive any extra duty pay earned on their regular check and should use the due date on the Semi-Monthly Pay Schedule.

Your payroll documentation should be given to your GISD representative on the first of the month. This will provide time to allow for approval signatures, budget codes, etc. The completed documentation must be delivered to the Payroll Department by close of business on the due date listed above.

Any questions concerning your check should be addressed with your district contact person.