

Custodial Semi Monthly Pay Schedule 2019-2020

Payroll Check Date *Direct Deposit will be available in your bank account the first work date prior to Payroll Check Date below	Dates included in the Payroll Check Date <i>Work week = Monday - Sunday</i>	Date TimeSheets are due to Jackie Herrera
July 31, 2019	June 24 - July 7	July 8, 2019
August 15, 2019	July 8 - July 21	July 22, 2019
August 30, 2019	July 22 - Aug 4	August 5, 2019
September 13, 2019	Aug 5 - Aug 25	August 26, 2019
September 30, 2019	Aug 26 - Sept 8	September 9, 2019
October 15, 2019	Sept 9 - Sept 29	September 30, 2019
October 31, 2019	Sept 30 - Oct 13	October 14, 2019
November 15, 2019	Oct 14 - Oct 27	October 28, 2019
November 22, 2019	Oct 28 - Nov 10	November 11, 2019
December 13, 2019	Nov 11 - Nov 24	November 25, 2019
December 20, 2019	Nov 25 - Dec 8	December 9, 2019
January 15, 2020	Dec 9 - Dec 29	December 30, 2019
January 31, 2020	Dec 30 - Jan 12	January 13, 2020
February 13, 2020	Jan 13 - Jan 26	January 27, 2020
February 28, 2020	Jan 27 - Feb 9	February 10, 2020
March 13, 2020	Feb 10 - Feb 23	February 24, 2020
March 31, 2020	Feb 24 - March 8	March 9, 2020
April 15, 2020	Mar 9 - Mar 29	March 30, 2020
April 30, 2020	March 30 - April 12	April 13, 2020
May 15, 2020	April 13 - April 26	April 27, 2020
May 29, 2020	April 27 - May 10	May 11, 2020
June 15, 2020	May 11 - May 24	May 26, 2020
June 30, 2020	May 25 - June 7	June 8, 2020
July 15, 2020	June 8 - June 21	June 22, 2020
July 31, 2020	June 22 - July 5	July 6, 2020
August 14, 2020	July 6 - July 19	July 20, 2020
August 31, 2020	July 20 - Aug 2	August 3, 2020

All Semi Monthly Employees, except Bus Drivers and Monitors, are on an Annualized Pay. This means your annual pay is divided over the number of payroll checks you will receive for the year, which is 24 if you begin on the first day of the work calendar.

Hours worked over your scheduled hours will be paid at your hourly rate up to 40 hours. Any hours worked over 40 will be paid at your overtime rate.

Below is the formula to figure your Annualized Pay:

Your Semi Monthly Base Pay equals your Annual Pay divided by the number of checks

Example: Joe is a Custodian.

Joe works a 239 day Work Calendar for 8 hours per day.

Hourly Rate= \$10.00

Daily Rate = \$80.00

Reason: 8 hour X \$10.00 per hour

Annual Pay = \$19,120.00

Reason: \$80.00 (DR) X 239 day Work Calendar

Semi Monthly Base = \$796.67

Reason: \$19,120.00 Annual /24 checks

~Even if there are three weeks in a Pay Period Joe will be paid his base of \$796.67 plus Joe will be paid for any straight or overtime hours he worked.