

# GLADSTONE SCHOOL DISTRICT PAYROLL CUT OFF CALENDAR 2017-2018

JULY					AUGUST					SEPTEMBER				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
3	4	5	6	7		1	2	3	4					1
10	11	12	13	14	7	8	9	10	11	4	5	6	7	8
17	18	19	20	21	14	15	16	17	18	11	12	13	14	15
24	25	26	27	28	21	22	23	24	25	18	19	20	21	22
31	P				28	29	30	31	P	25	26	27	28	29
										P				

  

OCTOBER					NOVEMBER					DECEMBER				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
2	3	4	5	6			1	2	3					1
9	10	11	12	13	6	7	8	9	10	4	5	6	7	8
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22
30	31	P			27	28	29	30		25	26	27	28	29

  

JANUARY					FEBRUARY					MARCH				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
1	2	3	4	5				1	2				1	2
8	9	10	11	12	5	6	7	8	9	5	6	7	8	9
15	16	17	18	19	12	13	14	15	16	12	13	14	15	16
22	23	24	25	26	19	20	21	22	23	19	20	21	22	23
29	30	31			26	27	28			26	27	28	29	30

  

APRIL					MAY					JUNE				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
2	3	4	5	6		1	2	3	4					1
9	10	11	12	13	7	8	9	10	11	4	5	6	7	8
16	17	18	19	20	14	15	16	17	18	11	12	13	14	15
23	24	25	26	27	21	22	23	24	25	18	19	20	21	22
30		P			28	29	30	31	P	25	26	27	28	29

P = Pay Day  
C = Payroll Cut Off

All time cards and leave forms must be received in the payroll office before 4:00 PM on payroll cut off date to be paid on the corresponding pay date. Time cards and changes received after that time will not be paid until the next scheduled pay date.