

GLADSTONE SCHOOL DISTRICT PAYROLL CUT OFF CALENDAR 2020-2021

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

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

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

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

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.