

**Schedule of Payroll Check Dates
2018-2019 Fiscal Year**

EAST BATON ROUGE PARISH SCHOOL SYSTEM

PAYROLL DEPARTMENT

**12 Month Employees
Bi-Weekly**

**9, 10 & 11 Month Employees
Semi-Monthly**

Workshop/Stipends

Pay Begin Date	Pay End Date	Check DATE	Due to Payroll By Noon on
M-1 07/02/18	07/06/18	07/12/18 THUR	07/09/18
M-2 07/09/18	07/20/18	07/27/18	07/23/18
M-3 07/23/18	08/03/18	08/10/18	08/06/18
M-4 08/06/18	08/17/18	08/24/18	08/20/18
M-5 08/20/18	08/31/18	09/07/18	09/04/18
M-6 09/03/18	09/14/18	09/21/18	09/17/18
M-7 09/17/18	09/28/18	10/05/18	10/01/18
M-8 10/01/18	10/12/18	10/19/18	10/15/18
M-9 10/15/18	10/26/18	11/02/18	10/29/18
M-10 10/29/18	11/09/18	11/16/18	11/12/18
M-11 11/12/18	11/23/18	11/29/18 THUR	11/26/18
M-12 11/26/18	12/07/18	12/13/18 THUR	12/10/18
M-13 12/10/18	12/21/18	12/27/18 THUR	12/13/18
M-14 12/24/18	01/04/19	01/11/19	01/07/19
M-15 01/07/19	01/18/19	01/25/19	01/22/19
M-16 01/21/19	02/01/19	02/08/19	02/04/19
M-17 02/04/19	02/15/19	02/22/19	02/18/19
M-18 02/18/19	03/01/19	03/08/19	03/01/19
M-19 03/04/19	03/15/19	03/22/19	03/18/19
M-20 03/18/19	03/29/19	04/05/19	04/01/19
M-21 04/01/19	04/12/19	04/19/19	04/15/19
M-22 04/15/19	04/26/19	05/03/19	04/29/19
M-23 04/29/19	05/10/19	05/17/19	05/13/19
M-24 05/13/19	05/24/19	05/30/19 THUR	05/24/19
M-25 05/27/19	06/07/19	06/13/19 THUR	06/10/19
M-26 06/10/19	06/21/19	06/28/19	06/24/19
M-27 06/24/19	06/28/19 (A)	06/30/19	06/26/19

(A) 5 Day Check-deposited 07/12/19

Total of 260 Paid Days

Pay Begin Date	Pay End Date	Check DATE	Due to Payroll By 4:30pm on
D-2 07/13/18	07/13/18 (D)	07/13/18	
D-3 07/31/18	07/31/18 (D)	07/31/18	
D-4 08/15/18	08/15/18 (D)	08/15/18	
S-1 07/12/18	08/02/18 (B)	08/16/18	08/03/18
S-2 08/03/18	08/16/18 (A)	08/31/18	08/17/18
S-3 08/17/18	08/29/18	09/14/18	08/30/18
S-4 08/30/18	09/12/18	09/28/18	09/13/18
S-5 09/13/18	09/25/18	10/15/18	09/26/18
S-6 09/26/18	10/09/18	10/31/18	10/10/18
S-7 10/10/18	10/22/18	11/15/18	10/23/18
S-8 10/23/18	11/02/18	11/30/18	11/05/18
S-9 11/05/18	11/15/18	12/14/18	11/16/18
S-10 11/16/18	12/05/18	12/28/18	12/06/18
S-11 12/06/18	12/18/18	01/15/19	12/18/18
S-12 01/03/19	01/16/19 (A)	01/31/19	01/17/19
S-13 01/17/19	01/30/19	02/15/19	01/31/19
S-14 01/31/19	02/12/19	02/28/19	02/13/19
S-15 02/13/19	02/25/19	03/15/19	02/26/19
S-16 02/26/19	03/13/19	03/29/19	03/14/19
S-17 03/14/19	03/26/19	04/15/19	03/27/19
S-18 03/27/19	04/08/19	04/30/19	04/09/19
S-19 04/09/19	04/29/19	05/15/19	04/30/19
S-20 04/30/19	05/10/19	05/31/19	05/13/19
S-21 05/13/19	05/23/19	06/14/19	05/24/19
S-22 05/24/19	06/07/19 (C)	06/19/19	06/10/19
S-23 06/10/19	06/28/19 (E)	06/29/19	06/24/19
D-1 06/26/19	06/26/19 (D)	06/26/19	

- (A) Certified 10 Day Checks
- (B) 10/11 Mth Checks (80 hrs 10mth, 120 hrs 11mth)
- (C) 10/11 Mth Checks (80 hrs 10mth, 80 hrs 11mth)
- (D) Deferred Pay
- (E) 11 Month Checks (120 hours)-deposited 07/10/19

Pay Begin Date	Pay End Date	Check DATE	Due to Payroll By 4:30pm on
WK-1 07/01/18	07/31/18	08/27/18	08/06/18
WK-2 08/01/18	08/31/18	09/24/18	09/05/18
WK-3 09/01/18	09/30/18	10/29/18	10/05/18
WK-4 10/01/18	10/31/18	11/26/18	11/05/18
WK-5 11/01/18	11/30/18	12/21/18	12/03/18
WK-6 12/01/18	12/31/18	01/28/19	01/07/19
WK-7 01/01/19	01/31/19	02/25/19	02/05/19
WK-8 02/01/19	02/28/19	03/25/19	03/06/19
WK-9 03/01/19	03/31/19	04/26/19	04/04/19
WK-10 04/01/19	04/30/19	05/24/19	05/06/19
WK-11 05/01/19	05/31/19	06/21/19	06/06/19
WK-12 06/01/19	06/30/19 (A)	06/23/19	06/20/19

(A) Deposited on 7/08/18

**In Parish Travel
Reimbursement**

All travel forms are due by the last business day of the month following travel.
Example: Travel in January due by last day of February.

Travel Beg Date	Travel End Date	Check DATE	Due to Payroll By 4:30pm on
TR-12 05/01/18	05/31/18 (A)	06/16/18	06/18/18
TR-1 06/01/18	06/30/18	08/20/18	07/31/18
TR-2 07/01/18	07/31/18	09/17/18	08/31/18
TR-3 08/01/18	08/31/18	10/22/18	09/28/18
TR-4 09/01/18	09/30/18	11/19/18	10/31/18
TR-5 10/01/18	10/31/18	12/19/18	11/30/18
TR-6 11/01/18	11/30/18	01/22/19	12/18/18
TR-7 12/01/18	12/31/18	02/19/19	01/31/19
TR-8 01/01/19	01/31/19	03/18/19	02/28/19
TR-9 02/01/19	02/28/19	04/22/19	03/29/19
TR-10 03/01/19	03/31/19	05/20/19	04/30/19
TR-11 04/01/19	04/30/19	06/12/19	05/30/19
TR-12 05/01/19	05/31/19 (B)	06/22/19	06/17/19

(A) Deposited on 7/17/18 (B) Deposited on 7/17/19