

SALISBURY TOWNSHIP SCHOOL DISTRICT

Pay Dates/Time Card Submission Calendar - 2021-2022 School Year

Time sheets/cards for all applicable staff must be submitted to the district business office in accordance with these dates in order to ensure timely payment.

KEY: Pay Period Ends **TIME SHEETS DUE** Pay Date Holiday

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

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

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

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

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

PAYROLL CYCLE PER EMPLOYEE CLASSIFICATION

Professional employees who are paid on 188 day contract will be paid 27 pays, effective September 1, 2021 through August 31, 2022

12 month employees will be paid 26 pays, effective July 7, 2021 through June 22, 2022.

Support employees paid on a 10 month pay schedule will be paid 22 pays and receive their first pay for 2021-2022 on September 1, 2021 and their last pay on June 22, 2022.

EACH 2 WEEK PAY PERIOD WILL BE PAID THE SECOND WEDNESDAY AFTER THE PAY PERIOD ENDS.