

**JACKSON BOARD OF EDUCATION  
PAYROLL CUTOFF SCHEDULE  
2017/2018 SCHOOL YEAR**

<b>DAYS WORKED:</b>	<b>SUBMIT TO PAYROLL OFFICE BY:</b>	<b>PAYABLE ON:</b>	<b>EXPLANATION</b>
6/12/17-6/23/17	Friday, June 23, 2017	Friday, July 07, 2017	EARLY SUBMISSION
6/24/17-7/7/17	Monday, July 10, 2017	Thursday, July 20, 2017	
7/8/17-7/21/17	Tuesday, July 25, 2017	Thursday, August 03, 2017	
7/22/17-8/4/17	Tuesday, August 08, 2017	Thursday, August 17, 2017	
8/5/17-8/18/17	Tuesday, August 22, 2017	Friday, September 01, 2017	
		Wednesday, September 06, 2017	~10 MOS. ONLY~ EXTRA PAY NO
8/19/17-9/1/17	Tuesday, September 05, 2017	Friday, September 15, 2017	
<b>9/2/17-9/15/17</b>	<b>Tuesday, September 19, 2017</b>	<b>Friday, September 29, 2017</b>	
9/16/17-9/29/17	Tuesday, October 03, 2017	Friday, October 13, 2017	
9/30/17-10/13/17	Tuesday, October 17, 2017	Friday, October 27, 2017	
<b>10/14/17-10/27/17</b>	<b>Monday, October 30, 2017</b>	<b>Wednesday, November 08, 2017</b>	EARLY SUBMISSION
<b>10/28/17-11/10/17</b>	<b>Monday, November 13, 2017</b>	<b>Wednesday, November 22, 2017</b>	EARLY SUBMISSION
11/11/17-11/24/17	Tuesday, November 28, 2017	Friday, December 08, 2017	
11/25/17-12/8/17	Tuesday, December 12, 2017	Friday, December 22, 2017	
<b>12/9/17-12/15/17</b>	<b>Friday, December 15, 2017</b>	<b>Friday, January 05, 2018</b>	1 WEEK EARLY CUT OFF AND SUBMISSION
12/16/17-1/5/18	Tuesday, January 09, 2018	Friday, January 19, 2018	3 WEEK CUT OFF
1/6/18-1/19/18	Tuesday, January 23, 2018	Friday, February 02, 2018	
1/20/18-2/2/18	Tuesday, February 06, 2018	Friday, February 16, 2018	
2/3/18-2/16/18	Tuesday, February 20, 2018	Friday, March 02, 2018	
2/17/18-3/2/18	Tuesday, March 06, 2018	Friday, March 16, 2018	
<b>3/3/18-3/16/18</b>	<b>Tuesday, March 20, 2018</b>	<b>Thursday, March 29, 2018</b>	
<b>3/17/18-3/23/18</b>	<b>Friday, March 23, 2018</b>	<b>Friday, April 13, 2018</b>	1 WEEK EARLY CUT OFF AND SUBMISSION
3/24/18-4/13/18	Tuesday, April 17, 2018	Friday, April 27, 2018	3 WEEK CUT OFF
4/14/18-4/27/18	Tuesday, May 01, 2018	Friday, May 11, 2018	
4/28/18-5/11/18	Tuesday, May 15, 2018	Friday, May 25, 2018	
5/12/18-5/25/18	Tuesday, May 29, 2018	Friday, June 08, 2018	
		Friday, June 15, 2018	~TENTATIVE LAST PAY FOR 10 MONTH EMPS.~ + COCURRICULARS, STIPENDS, MENTORSHIPS
<b>5/26/18-6/8/18</b>	<b>Tuesday, June 12, 2018</b>	<b>Friday, June 22, 2018</b>	
<b>Vouchers/payroll needing additional approval signatures must be into appropriate offices</b>			
<b>(2) days prior to "Submit to Payroll Office By" date</b>			
		<b>: "FREE- RIDE" PAY</b>	