

**JACKSON BOARD OF EDUCATION  
PAYROLL CUTOFF SCHEDULE  
2018-2019 SCHOOL YEAR**

<b>DAYS WORKED:</b>	<b>SUBMIT TO PAYROLL OFFICE BY:</b>	<b>PAYABLE ON:</b>	<b>EXPLANATION</b>
6/09/18-6/21/18	Tuesday, June 26, 2018	Friday, July 06, 2018	<b>EARLY SUBMISSION</b>
6/22/18-7/06/18	Monday, July 09, 2018	Thursday, July 19, 2018	
7/07/18-7/20/18	Monday, July 23, 2018	Thursday, August 02, 2018	
7/21/18-8/3/18	Monday, August 06, 2018	Thursday, August 16, 2018	
8/4/18-8/17/18	Monday, August 20, 2018	Friday, August 31, 2018	Free ride 12 months Only
		Thursday, September 06, 2018	Free ride 10 months Only NO EXTRA PAY
8/18/18-08/31/18	Friday, August 31, 2018	Friday, September 14, 2018	
<b>9/1/18-9/14/18</b>	<b>Tuesday, September 18, 2018</b>	<b>Friday, September 28, 2018</b>	
9/15/18-9/28/18	Tuesday, October 02, 2018	Friday, October 12, 2018	
9/29/18-10/12/18	Tuesday, October 16, 2018	Friday, October 26, 2018	
<b>10/13/18-10/26/18</b>	<b>Monday, October 29, 2018</b>	<b>Wednesday, November 07, 2018</b>	<b>EARLY SUBMISSION</b>
<b>10/27/18-11/09/18</b>	<b>Monday, November 12, 2018</b>	<b>Wednesday, November 21, 2018</b>	<b>EARLY SUBMISSION</b>
11/10/18-11/23/18	Tuesday, November 27, 2018	Friday, December 07, 2018	
11/24/18-12/07/18	Tuesday, December 11, 2018	Friday, December 21, 2018	
<b>12/08/18-12/14/18</b>	<b>Monday, December 17, 2018</b>	<b>Friday, January 04, 2019</b>	<b>1 WEEK EARLY CUT OFF AND SUBMISSION</b>
12/15/18-1/04/19	Tuesday, January 08, 2019	Friday, January 18, 2019	3 WEEK CUT OFF
1/05/19-1/18/19	Tuesday, January 22, 2019	Friday, February 01, 2019	
1/19/19-2/01/19	Tuesday, February 05, 2019	Friday, February 15, 2019	
2/2/19-2/15/19	Tuesday, February 19, 2019	Friday, March 01, 2019	
2/16/19-3/01/19	Tuesday, March 05, 2019	Friday, March 15, 2019	
<b>3/02/19-3/15/19</b>	<b>Tuesday, March 19, 2019</b>	<b>Friday, March 29, 2019</b>	<b>Free ride</b>
3/16/19-3/29/19	Tuesday, April 02, 2019	Friday, April 12, 2019	
<b>3/30/19-4/05/19</b>	<b>Tuesday, April 09, 2019</b>	<b>Thursday, April 18, 2019</b>	<b>1 WEEK EARLY CUT OFF AND SUBMISSION</b>
4/06/19-4/26/19	Tuesday, April 30, 2019	Friday, May 10, 2019	
4/27/19-5/10/19	Tuesday, May 14, 2019	Friday, May 24, 2019	
5/11/19-5/24/19	Tuesday, May 28, 2019	Friday, June 07, 2019	
		Wednesday, June 19, 2019	-TENTATIVE LAST PAY FOR 10 MONTH EMPS.- + COCURRICULARS, STIPENDS, MENTORSHIPS
<b>5/25/19-06/07/19</b>	<b>Tuesday, June 11, 2019</b>	<b>Friday, June 21, 2019</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>			
		: "FREE- RIDE" PAY	