

**JACKSON BOARD OF EDUCATION
PAYROLL SCHEDULE
2021-2022**

To: All Employees
From: Payroll Department
Date: July 2021

Please note the following payroll dates for the 2021 - 2022 school year:

- | | |
|--------------------------------------|--------------------------------------|
| ** Thursday, July 1, 2021 | • Thursday, December 23, 2021 |
| ** Thursday, July 15, 2021 | Friday, January 14, 2022 |
| • Thursday, July 29, 2021 | Friday, January 28, 2022 |
| ** Thursday, August 12, 2021 | Friday, February 11, 2022 |
| ** Friday, August 27, 2021 | Friday, February 25, 2022 |
| • Thursday, September 9, 2021 | Friday, March 11, 2022 |
| Friday, September 10, 2021 | Friday, March 25, 2022 |
| Friday, September 24, 2021 | Friday, April 8, 2022 |
| Friday, October 8, 2021 | • Thursday, April 14, 2022 |
| Friday, October 22, 2021 | Friday, May 6, 2022 |
| Wednesday, November 3, 2021 | Friday, May 20, 2022 |
| Friday, November 19, 2021 | Friday, June 3, 2022 |
| Friday, December 3, 2021 | • Thursday, June 16, 2022 |
| Friday, December 17, 2021 | |

** July 1st & 15th and August 12th & 27th - Summer Payroll Schedule (Regular and Summer Pay Option)

- **07/29/2021 Free ride : 12 Month Employees**
- **09/09/2021 Free ride: 10 Month Employees**
- **12/23/2021 Free ride: 10 and 12 month employees**
- **04/14/2022** All pay will be released on the last day before Spring Break
- **06/16/2022** Tentative last day of school.

Remember: "Our gross pay checks don't represent days worked in a pay period; They represent our contracts divided by the number of payrolls in a school year. This is either 26 payroll dates for 12 month employees or 22 payroll dates for 10 month employees".

SUMMER PAY INFORMATION

If you would like to participate in the Summer Pay Option for the next school year, please email the Payroll Department at payroll@jacksonsd.org for the required form as soon as possible.

PLEASE NOTE: EMPLOYEES WHO RECEIVED A REFUND OF THEIR SUMMER PAY OPTION AT ANY TIME PRIOR TO JULY 1ST, WILL HAVE TO COMPLETE A NEW FORM IN ORDER TO RESTART THE DEDUCTION FOR THE NEW SCHOOL YEAR.

ALL OTHER EMPLOYEES CURRENTLY ENROLLED IN SUMMER PAY WILL CONTINUE AS USUAL.
If you wish to cancel your Summer Pay Option for the next school year, send a written request to the Payroll Office.

Have a great summer

