

**Summer School 2018  
Time Card Submission Dates  
Pay Dates**



<b>Summer Pay Dates*</b>	<b>Pay Period (Time Cards)**</b>	<b>Submit Timecard to Approver on:</b>	<b>Approved Timecard to Payroll by:</b>
<b>Tuesday, July 10, 2018</b>	Sunday, June 10 - Saturday, June 23	Monday, June 25	Friday, June 29
<b>Wednesday, July 25, 2018</b>	Sunday, June 24 - Saturday, July 7	Monday, July 9	Friday, July 13
<b>Friday, August 10, 2018</b>	Sunday, July 8 - Saturday, July 21	Monday, July 23	Friday, July 27
<b>Friday, August 24, 2018</b>	Sunday, July 22 - Saturday, August 11	Monday, August 13	Friday, August 17

Staff who submit timecards, please complete thoroughly, sign and submit to:  
Shelley Joan Weiss  
District Office  
Room 221

Thank you!