

FY17 Payroll/HR Calendar				
For Employees Leave and Substitutes Pay				
Salary and Deduction Changes and Other Pays				
Month	Cut-off Date	Pay Period Dates	Timesheets/Leave Reports Due to Payroll	Pay Day Dates
July	9	Jul 1-9	7/11/2016	7/29/2016
August	6	Jul 10 - Aug 6	8/8/2016	8/31/2016
September	10	Aug 7 - Sept 10	9/12/2016	9/30/2016
October	8	Sept 11 - Oct 8	10/12/2016	10/31/2016
November	5	Oct 9 - Nov 5	11/7/2016	11/18/2016
December	3	Nov 6 - Dec 3	12/5/2016	12/16/2016
January	7	Dec 4 - Jan 7	1/9/2017	1/24/2017
February	4	Jan 8 - Feb 4	2/6/2017	2/28/2017
March	4	Feb 5 - Mar 4	3/6/2017	3/31/2017
April	8	Mar 5 - Apr 8	4/10/2017	4/28/2017
May	6	Apr 9 - May 6	5/8/2017	5/26/2017
June	10	May 7 - Jun 10	6/12/2017	6/30/2017
June*	30	Jun 11 - Jun 30	6/30/2017	Absences Monthly Report/Individual Employee Timesheets
*11/12 Month Employees Only				
Tentative				