

**CLARENDON COUNTY SCHOOL DISTRICT TWO  
2017-2018  
SCHEDULED PAY DATES FOR ALL EMPLOYEES**

<b>PAYROLL DATE</b>		<b>Pay Period Dates (ONLY for Additional Pay/ Timesheet purposes)</b>	<b>Timesheet Due Date</b>	<b># OF DAYS IN PAY PERIOD FOR TIMESHEETS</b>
7/14/17		12 MONTH EMPLOYEES ONLY	N/A	NO TIMESHEETS
7/28/17		12 MONTH EMPLOYEES ONLY	N/A	NO TIMESHEETS
7/31/17		SUMMER PAY / ADDT'L PAY	21-Jul	TIMESHEETS JULY 10-31 (DUE 7/21 by 9:00 AM)
8/15/17		SALARY ONLY (NO TIMESHEETS)	N/A	NO TIMESHEETS
8/30/17		AUGUST 14 - 18	18-Aug	5 DAYS
9/15/17		AUGUST 21-SEPT 1	1-Sep	10 DAYS
9/29/17		SEPT 5-15	15-Sep	9 DAYS
10/13/17		SEPT 18 - 29	29-Sep	10 DAYS
10/30/17		OCT 2 - 13	13-Oct	9 DAYS
11/14/17	*	OCT 16 - 27	27-Oct	10 DAYS
11/17/17	*	OCT 30 - NOV 10	10-Nov	10 DAYS
12/12/17	*	NOV 13 - DEC 1	1-Dec	10 DAYS
12/15/17	*	DEC 4 - 8	8-Dec	5 DAYS
1/12/18		DEC 11 - 15	15-Dec	5 DAYS
1/30/18		JAN 3 -12	12-Jan	8 DAYS
2/15/18		JAN 16 - 26	26-Jan	9 DAYS
2/28/18		JAN 29 - FEB 9	9-Feb	10 DAYS
3/15/18		FEB 12 - FEB 23	23-Feb	9 DAYS
3/29/18		FEB 26 - MAR 9	9-Mar	10 DAYS
4/13/18		MAR 12 - 23	23-Mar	10 DAYS
4/30/18		MAR 26 - APR 13	13-Apr	9 DAYS
5/15/18		APRIL 16 - 27	27-Apr	10 DAYS
5/30/18		APRIL 30 - MAY 11	11-May	10 DAYS
6/15/18		MAY 14 - JUN 7	7-Jun	18 DAYS
6/20/18	*	JUNE 30TH PAYROLL - ALL EMPLOYEES	N/A	NO TIMESHEETS
6/21/18	*	JULY 15TH PAYROLL - ALL EXCEPT 12 MTH	N/A	NO TIMESHEETS
6/22/18	*	JULY 30TH PAYROLL - ALL EXCEPT 12 MTH	N/A	NO TIMESHEETS
6/28/18	*	SUMMER SCHOOL / ADDT'L PAY	22-Jun	TIMESHEETS JUNE 11-29 (DUE 6/22 by 9:00 AM)

**ALL OUTSTANDING TIMESHEETS FOR THE SCHOOL YEAR MUST BE TURNED IN BY JUNE 22ND TO BE PAID**

1ST DAY OF SCHOOL - AUGUST 17, 2017

LAST DAY OF SCHOOL - JUNE 7, 2018

\* SPECIAL PAY DATE \* - DUE TO HOLIDAYS OR YEAR END SCHEDULE  
DAYS MAY CHANGE DUE TO INCLEMENT WEATHER

<p>Employees <b>MUST</b> submit timesheets to Supervisors on the <b>DUE DATE</b> Supervisors must approve all timesheets and submit to Payroll Department no later than the Monday following the due date.</p>
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EMPLOYER RETIREMENT 18.89% - EMPLOYEE RETIREMENT 9%  
W/C 1.3822

UPDATED 7/27/17

NOTE: This pay schedule and Salary Scales are also available on the District Website under Finance