

BI-WEEKLY PAYROLL SCHEDULE 2022-2023

Payroll ID	Pay Period Begin Date	Pay Period End Date	## Supervisor Lockout Deadline @ 5PM	## Timekeeper Lockout Deadline @ 5PM	Payroll Lockout - Time Records Taken By Payroll	Payday	Off Cycle Check Cutoff Noon	Off Cycle Check Payday	Holidays
20232R01	Jun 11	Jun 24	Jun 28	*June 30	*July 1	Jul 08	Jul 12	Jul 15	
20232R02	Jun 25	Jul 08	Jul 12	Jul 14	Jul 15	Jul 22	Jul 26	Jul 29	Independence Day Mon Jul 4
20232R03	Jul 09	Jul 22	Jul 26	Jul 28	Jul 29	Aug 05	Aug 09	Aug 12	
20232R04	Jul 23	Aug 05	Aug 09	Aug 11	Aug 12	Aug 19	Aug 23	Aug 26	
20232R05	Aug 06	Aug 19	Aug 23	Aug 25	Aug 26	Sep 02	Sep 06	Sep 09	
20232R06	Aug 20	Sep 02	Sep 06	Sep 08	Sep 09	Sep 16	Sep 20	Sep 23	
20232R07	Sep 03	Sep 16	Sep 22	Sep 22	Sep 23	Sep 30	Oct 04	Oct 07	Labor Day Mon Sept 5
20232R08	Sep 17	Sep 30	Oct 04	Oct 06	Oct 07	Oct 14	Oct 18	Oct 21	
20232R09	Oct 01	Oct 14	Oct 18	Oct 20	Oct 21	Oct 28	Nov 01	Nov 04	
20232R10	Oct 15	Oct 28	Nov 01	Nov 03	Nov 04	Nov 11	Nov 15	Nov 18	
20232R11	Oct 29	Nov 11	*Nov 14	*Nov 15	*Nov 16	*Nov 23	Nov 29	Dec 02	
20232R12	Nov 12	Nov 25	Nov 29	Dec 01	Dec 02	Dec 09	Pay 2R13	Dec 23	Thanksgiving Nov 24 - 25
20232R13	Nov 26	Dec 09	*Dec 12	*Dec 13	*Dec 14	*Dec 21	Pay 2R14	Jan 06	
20232R14	Dec 10	Dec 23	*Dec 31	*Jan 02	*Jan 03	Jan 06	Jan 10	Jan 13	
20232R15	Dec 24	Jan 06	Jan 10	*Jan 12	*Jan 13	Jan 20	Jan 24	Jan 27	Winter Break Dec 23 - Jan 2
20232R16	Jan 07	Jan 20	Jan 24	Jan 26	Jan 27	Feb 03	Feb 07	Feb 10	ML King Jr. Mon Jan 16
20232R17	Jan 21	Feb 03	Feb 07	Feb 09	Feb 10	Feb 17	Feb 21	Feb 24	
20232R18	Feb 04	Feb 17	Feb 21	Feb 23	Feb 24	Mar 03	Mar 07	Mar 10	
20232R19	Feb 18	Mar 03	Mar 07	Mar 09	Mar 10	Mar 17	Mar 21	Mar 24	
20232R20	Mar 04	Mar 17	Mar 21	Mar 23	Mar 24	Mar 31	Apr 04	Apr 07	
20232R21	Mar 18	Mar 31	Apr 04	Apr 06	Apr 07	Apr 14	Apr 18	Apr 21	
20232R22	Apr 01	Apr 14	Apr 18	Apr 20	Apr 21	Apr 28	May 02	May 05	
20232R23	Apr 15	Apr 28	May 02	May 04	May 05	May 12	May 16	May 19	
20232R24	Apr 29	May 12	May 16	May 18	May 19	May 26	May 30	Jun 02	
20232R25	May 13	May 26	May 30	Jun 01	Jun 02	Jun 09	Jun 13	Jun 16	
20232R26	May 27	Jun 09	Jun 13	Jun 15	Jun 16	Jun 23	Jun 27	Jun 30	Memorial Day Mon May 29

Departments set an earlier internal deadline by which employees must turn in timesheets

*Deviations due to holidays