

**ICHABOD CRANE CENTRAL SCHOOL  
VALATIE, NEW YORK 12184**

**To: All Personnel**  
**From: Central Office**  
**Date: 9/14/2020**  
**RE: Payroll Dates 2020-2021 School Year**

Payroll due dates allow adequate time to process hourly and substitute payroll data. All salary adjustments are inclusive of the time worked through the payroll due dates.

Payroll Period Numbers

<u>12 Month Staff</u>	<u>12 month day count</u>	<u>Teachers TAs</u>	<u>Aides, Café Drivers/Attendants</u>	<u>Payroll Dates</u>	<u>Payroll Due In By Noon to Central Office</u>	<u>Substitutes &amp; Real Time Staff Pay Range</u>
1	3 Days			Jul-02	Jul-02	Jun-8-Jun-19
2	10 Days			Jul-17	Jul-06	Jun 22-July 3
3	10 Days			Jul-31	Jul-20	July 6-July 17
4	10 Days			Aug-14	Aug-03	July 20-July 31
5	10 Days			Aug-28	Aug-17	Aug 3-Aug 14
6	10 Days	1	1	Sep-11	Aug-31	Aug 17-Aug 28
7	10 Days	2	2	Sep-25	Sep-14	Aug 31-Sept 11
8	10 Days	3	3	Oct-09	Sep-28	Sept 14-Sept 25
9	10 Days	4	4	Oct-23	Oct-13	Sept 28-Oct 9
10	10 Days	5	5	Nov-06	Oct-26	Oct 12-Oct 23
11	10 Days	6	6	Nov-20	Nov-09	Oct 26-Nov 6
12	10 Days	7	7	Dec-04	Nov-23	Nov 9-Nov 20
13	10 Days	8	8	Dec-18	Dec-07	Nov 23-Dec 4
14	10 Days	9	9	Dec-31	Dec-21	Dec 7-Dec 18
15	10 Days	10	10	Jan-15	Jan-04	Dec 21-Jan 1
16	10 Days	11	11	Jan-29	Jan-18	Jan 4-Jan 15
17	10 Days	12	12	Feb-12	Feb-01	Jan 18-Jan 29
18	10 Days	13	13	Feb-26	Feb-15	Feb 1-Feb 12
19	10 Days	14	14	Mar-12	Mar-01	Feb 15-Feb 26
20	10 Days	15	15	Mar-26	Mar-15	Mar 1-Mar 12
21	10 Days	16	16	Apr-09	Mar-29	Mar 15-Mar 26
22	10 Days	17	17	Apr-23	Apr-12	Mar 29-Apr 9
23	10 Days	18	18	May-07	Apr-26	Apr 12-Apr 23
24	10 Days	19	19	May-21	May-10	Apr 26-May 7
25	10 Days	20	20	Jun-04	May-24	May 10-May 21
26	10 Days	21/25	21	Jun-18	Jun-07	May 24-June 4
27*	<u>8 Days</u>	0.5		Jun-25	Jun-21	June 7-June 18
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1. Teachers opting for 25 equal checks will be paid the additional amounts due in the 6/18/2021 check.
2. All Employees paid in 21/25 equal paychecks will start on September 11, 2020.
3. Individuals being paid on a real time basis will receive their first full check on September 25, 2020.
4. Any adjustments from the 2019-2020 school year will be made in the September 11, 2020 check.
5. 12 month, Administrators and Supervisors will be paid in 27 equal checks.
- 6.\* Teachers/TAs will receive Half of your regular scheduled payroll check on June 25, 2021

