

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

To: All Personnel
From: Central Office
Date: May 6, 2021
RE: Payroll Dates 2021-2022 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 & Real Time Staff Pay Range</u>
1	2 Days			Jul-02	Jul-01	Jun 7-Jun 18
2	10 Days			Jul-16	Jul-06	Jun 21-July 2
3	10 Days			Jul-30	Jul-19	July 5-July 16
4	10 Days			Aug-13	Aug-02	July 19-July 30
5	10 Days			Aug-27	Aug-16	Aug 2-Aug 13
6	10 Days	1	1	Sep-10	Aug-30	Aug 16-Aug 27
7	10 Days	2	2	Sep-24	Sep-13	Aug 30-Sept 10
8	10 Days	3	3	Oct-08	Sep-27	Sept 13-Sept 24
9	10 Days	4	4	Oct-22	Oct-12	Sept 27-Oct 8
10	10 Days	5	5	Nov-05	Oct-25	Oct 11-Oct 22
11	10 Days	6	6	Nov-19	Nov-08	Oct 25-Nov 5
12	10 Days	7	7	Dec-03	Nov-22	Nov 8-Nov 19
13	10 Days	8	8	Dec-17	Dec-06	Nov 22-Dec 3
14	10 Days	9	9	Dec-31	Dec-20	Dec 6-Dec 17
15	10 Days	10	10	Jan-14	Jan-03	Dec 20-Dec 31
16	10 Days	11	11	Jan-28	Jan-18	Jan 3-Jan 14
17	10 Days	12	12	Feb-11	Jan-31	Jan 17-Jan 28
18	10 Days	13	13	Feb-25	Feb-14	Jan 31-Feb 11
19	10 Days	14	14	Mar-11	Feb-28	Feb 14-Feb 25
20	10 Days	15	15	Mar-25	Mar-14	Feb 28-Mar 11
21	10 Days	16	16	Apr-08	Mar-28	Mar 14-Mar 25
22	10 Days	17	17	Apr-22	Apr-11	Mar 28-Apr 8
23	10 Days	18	18	May-06	Apr-25	Apr 11-Apr 22
24	10 Days	19	19	May-20	May-09	Apr 25-May 6
25	10 Days	20	20	Jun-03	May-23	May 9-May 20
26	10 Days	21/25	21	Jun-17	Jun-06	May 23-June 3
27*	<u>8 Days</u>	0.5		Jun-24	Jun-20	June 6-June 17
	261					

1. Teachers opting for 25 equal checks will be paid the additional amounts due in the 6/17/2022 check.
2. All Employees paid in 21/25 equal paychecks will start on September 10, 2021.
3. Individuals being paid on a real time basis will receive their first full check on September 24, 2021.
4. Any adjustments from the 2020-2021 school year will be made in the September 10, 2021 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 24, 2022

