



# HENDERSON COUNTY BOARD OF EDUCATION 2026-2027 PAYROLL SCHEDULE



| <u>Pay Period Begins</u> | <u>Pay Period Ends</u> | <u>Timesheets Due to Payroll</u> | <u>Pay Date</u>      | <u>12 Months- July-June</u> | <u>11 Month - Aug. - June</u> | <u>10 Month - Sept. - June</u> | <u>3 Week Pay Periods</u> |
|--------------------------|------------------------|----------------------------------|----------------------|-----------------------------|-------------------------------|--------------------------------|---------------------------|
| 7/1/2026                 | 7/5/2026               | 7/6/2026                         | 7/15/2026            | 24                          |                               |                                |                           |
| 7/6/2026                 | 7/19/2026              | 7/20/2026                        | 7/30/2026            | 23                          |                               |                                |                           |
| 7/20/2026                | 8/2/2026               | 8/3/2026                         | 8/14/2026            | 22                          | 24                            |                                |                           |
| 8/3/2026                 | 8/16/2026              | 8/17/2026                        | 8/29/2026            | 21                          | 23                            |                                |                           |
| 8/17/2026                | 8/30/2026              | 8/31/2026                        | 9/15/2026            | 20                          | 22                            | 24                             |                           |
| 8/31/2026                | 9/13/2026              | 9/14/2026                        | 9/30/2026            | 19                          | 21                            | 23                             |                           |
| 9/14/2026                | 9/27/2026              | 9/28/2026                        | 10/15/2026           | 18                          | 20                            | 22                             |                           |
| 9/28/2026                | 10/18/2026             | 10/19/2026                       | 10/30/2026           | 17                          | 19                            | 21                             | **                        |
| 10/19/2026               | 11/1/2026              | 11/2/2026                        | 11/13/2026           | 16                          | 18                            | 20                             |                           |
| 11/2/2026                | 11/15/2026             | 11/16/2026                       | 11/30/2026           | 15                          | 17                            | 19                             |                           |
| 11/16/2026               | 11/29/2026             | 11/30/2026                       | 12/15/2026           | 14                          | 16                            | 18                             |                           |
| 11/30/2026               | 12/13/2026             | 12/14/2026                       | 12/30/2026           | 13                          | 15                            | 17                             |                           |
| 12/14/2026               | 12/23/2026             | 12/23/2026                       | 1/15/2027            | 12                          | 14                            | 16                             |                           |
| 12/23/2026               | 1/10/2027              | 1/11/2027                        | 1/29/2027            | 11                          | 13                            | 15                             |                           |
| 1/11/2027                | 1/24/2027              | 1/25/2027                        | 2/15/2027            | 10                          | 12                            | 14                             |                           |
| 1/25/2027                | 2/7/2027               | 2/8/2027                         | 2/26/2027            | 9                           | 11                            | 13                             |                           |
| 2/8/2027                 | 2/21/2027              | 2/22/2027                        | 3/15/2027            | 8                           | 10                            | 12                             |                           |
| 2/22/2027                | 3/7/2027               | 3/8/2027                         | 3/30/2027            | 7                           | 9                             | 11                             |                           |
| 3/8/2027                 | 3/21/2027              | 3/22/2027                        | 4/15/2027            | 6                           | 8                             | 10                             |                           |
| 3/22/2027                | 4/11/2027              | 4/12/2027                        | 4/30/2027            | 5                           | 7                             | 9                              | **                        |
| 4/12/2027                | 4/25/2027              | 4/26/2027                        | 5/14/2027            | 4                           | 6                             | 8                              |                           |
| 4/26/2027                | 5/9/2027               | 5/10/2027                        | 5/28/2027            | 3                           | 5                             | 7                              |                           |
| 5/10/2027                | 5/30/2027              | 6/1/2027                         | 6/15/2027            | 2                           | 4                             | 6                              | **                        |
| 6/1/2027                 | 6/30/2027              | 6/15/2027                        | 6/30/2027            | 1                           | 3                             | 5                              | **                        |
| Summer Timesheet #3      | Summer Timesheet #3    | Last Day of School               | Deposit on 7/15/2027 |                             | 2                             | 4                              |                           |
| Summer Timesheet #4      | Summer Timesheet #3    | Last Day of School               | Deposit on 7/30/2027 |                             | 1                             | 3                              |                           |
| Summer Timesheet #5      | Summer Timesheet #3    | Last Day of School               | Deposit on 8/13/2027 |                             |                               | 2                              |                           |
| Summer Timesheet #6      | Summer Timesheet #3    | Last Day of School               | Deposit on 8/30/2027 |                             |                               | 1                              |                           |

12 Month Employees (240 - 261 day employees)

11 Month Employees (200 - 239 day employees) and 185 day Certified Staff

10 Month Employees (140 - 199 day employees)

**\*\*\* means there are more than 2 weeks in this pay period**

\* The Payroll department will periodically request timesheets earlier than the deadline, specifically around holidays and school closings.

\* This payroll calendar represents defined work weeks for attendance and overtime processing.

\* Timesheets and payroll calendars are not used to calculate base pay. Base pay in an annualized payment of fiscal year -salary divided up over 24 payments. Please see employee handbook.

## Deduction Information

All Voluntary deductions are taken out of each pay check (24 times total).

Each monthly deduction will be divided in half each pay period.

Example: Health Insurance deduction - \$200.00 per month (\$100.00 will come out on the 1st check of the month and \$100.00 will come out of the 2nd check of the month as well).