

# East Penn School District

To: All Employees

From: Debra Beitler, Payroll Clerk

Subject: Payroll Schedule for the 2018-19 School Year

The regular bi-weekly pay dates are as follows for the 2018-19 School year, with exceptions being administered according for contractual obligations with individual bargaining units.

Weeks	Pay Date	Weeks	Pay Date
June 18-22 June 25-29	(A) July 12, 2018	December 17-21 December 24-28	January 10, 2019
July 2-6 July 9-13	July 26, 2018	December 31 -January 4 January 7-11	January 24, 2019
July 16-20 July 23-27	August 9, 2018	January 14-18 January 21-25	February 7, 2019
July 30 - August 3 August 6-10	August 23, 2018	January 28 - February 1 February 4-8	February 21, 2019
August 13-17 August 20-24	(B) September 6, 2018	February 11-15 February 18-22	March 7, 2019
August 27-31 September 3-7	September 20, 2018	February 25 – March 1 March 4-8	March 21, 2019
September 10-14 September 17-21	October 4, 2018	March 11-15 March 18-22	April 4, 2019
September 24-28 October 1-5	October 18, 2018	March 25-29 April 1-5	April 17, 2019
October 8-12 October 15-19	November 1, 2018	April 8-12 April 15-19	May 2, 2019
October 22-26 October 29 - November 2	November 15, 2018	April 22-26 April 29 - May 3	May 16, 2019
November 5-9 November 12-16	November 29, 2018	May 6-10 May 13-17	May 30, 2019
November 19-23 November 26-30	December 13, 2018	May 20-24 May 27-31	June 13, 2019
December 3-7 December 10-14	December 27, 2018	June 3-7 June 10-14	June 27, 2019

**A** – First pay for 12 month employees

**B** – First pay for 10 month employees

If it is necessary to change any of the foregoing, all affected employees will be duly notified.

The pay weeks listed does not apply to salaried employees or custodial employees. Custodial overtime will be paid for the weeks listed.