

Mercer County Special Services School District
2022 – 2023 School Year
Timesheet/Payroll Schedule

| Pay Date | Timesheets Due | Timesheet Coverage Dates | Notes: |
|-------------------|--|--|---|
| 7.15.2022 | 7.7.2022 | 6.22.2022-7.2.2022 | |
| 7.29.2022 | 7.22.2022 | 7.3.2022-7.19.2022 | |
| 8.15.2022 | 8.5.2022 | 7.20.2022-8.2.2022 | |
| 8.30.2022 | 8.22.2022 | 8.3.2022-8.17.2022 | |
| 9.15.2022 | 9.7.2022 | 8.18.2022 - 9.2.2022 | |
| 9.30.2022 | 9.22.2022 | 9.3.2022 - 9.17.2022 | |
| 10.14.2022 | 10.7.2022 | 9.18.2022 - 10.4.2022 | |
| 10.28.2022 | 10.21.2022 | 10.5.2022 - 10.18.2022 | |
| 11.15.2022 | 11.7.2022 | 10.19.2022 - 11.2.2022 | |
| 11.30.2022 | 11.22.2022 | 11.3.2022 - 11.17.2022 | |
| 12.15.2022 | 12.7.2022 | 11.18.2022 - 12.2.2022 | |
| 12.23.2022 | 12.15.2022 | 12.3.2022 - 12.11.2022 | <i>DISTRICT CLOSED 12/30/22 Paychecks will be dated & direct deposited for 12/23/22</i> |
| 1.13.2023 | 1.6.2023 | 12.12.2022 - 1.3.2023 | |
| 1.30.2023 | 1.20.2023 | 1.4.2023 - 1.17.2023 | |
| 2.15.2023 | 2.7.2023 | 1.18.2023 - 2.2.2023 | |
| 2.28.2023 | 2.20.2023 | 2.3.2023 - 2.15.2023 | |
| 3.15.2023 | 3.7.2023 | 2.16.2023 - 3.2.2023 | |
| 3.30.2023 | 3.22.2023 | 3.3.2023 - 3.17.2023 | |
| 4.6.2023 | NO TIMESHEETS OR SUBSTITUTE PAY | NO TIMESHEETS OR SUBSTITUTE PAY | <i>10-Month Employees Only</i> |
| 4.14.2023 | 4.6.2023 | 3.18.2023 – 4.1.2023 | <i>12-Month Employees, Subs & Timesheets</i> |
| 4.28.2023 | 4.21.2023 | 4.2.2023 - 4.18.2023 | |
| 5.15.2023 | 5.5.2023 | 4.19.2023 - 5.2.2023 | |
| 5.30.2023 | 5.19.2023 | 5.3.2023 - 5.16.2023 | |
| 6.15.2023 | 6.7.2023 | 5.17.2023 - 6.2.2023 | |
| 6.22.2023 | NO TIMESHEETS OR SUBSTITUTE PAY | NO TIMESHEETS OR SUBSTITUTE PAY | <i>*THIS PAYCHECK WILL BE DATED & DIRECT DEPOSITED, unless notified otherwise, ON JUNE 22, 2023 *This is the final pay for 10-month staff</i> |
| 6.30.2023 | 6.26.2023 | 6.3.2023 - 6.22.2023 | <i>This is the final paycheck for 12-month staff & any employee paid via a timesheet</i> |

SUBJECT TO CHANGE FOR MAKE-UP DAY(S) DUE TO EMERGENCY CLOSING(S)