**PAYROLL PERIODS AND CHECK DATES - FY 2017 ***

**Note: Dates are subject to change if DFO's payroll memorandums are revised during the year.**

| PAYROLL DESCRIPTION | Payroll Bank | EXPENSE TYPE | JULY PAYROLL PERIOD | JULY CHECK DATE | AUGUST PAYROLL PERIOD | AUGUST CHECK DATE | SEPTEMBER PAYROLL PERIOD | SEPTEMBER CHECK DATE | OCTOBER PAYROLL PERIOD | OCTOBER CHECK DATE | NOVEMBER PAYROLL PERIOD | NOVEMBER CHECK DATE | DECEMBER PAYROLL PERIOD | DECEMBER CHECK DATE | JANUARY PAYROLL PERIOD | JANUARY CHECK DATE | FEBRUARY PAYROLL PERIOD | FEBRUARY CHECK DATE | MARCH PAYROLL PERIOD | MARCH CHECK DATE | APRIL PAYROLL PERIOD | APRIL CHECK DATE | MAY PAYROLL PERIOD | MAY CHECK DATE | JUNE PAYROLL PERIOD | JUNE CHECK DATE | POST-JUNE PAYROLL PERIOD | POST-JUNE CHECK DATE | TOTAL PAYROLLS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **ADMINISTRATIVE** | **H** | **0100** | 6/26-7/09 | 7/15 | 7/24-8/6 | 8/12 | 8/21-9/3 | 9/9 | 9/18-10/1 | 10/7 | 10/16-10/29 | 11/4 | 11/13-11/26 | 12/2 | 12/25-1/7 | 1/13 | 1/22-2/4 | 2/10 | 2/19-3/4 | 3/10 | 3/19-4/1 | 4/7 | 4/16-4/29 | 5/5 | 5/14-5/27 | 6/2 | 6/11-6/24 | 6/30 | |
| **SCHOOL LUNCH ANNUAL** | | **0200** | 7/10-7/23 | 7/29 | 8/7-8/20 | 8/26 | 9/4-9/17 | 9/23 | 10/2-10/15 | 10/21 | 10/30-11/12 | 11/18 | 11/27-12/10 | 12/16 | 1/8-1/21 | 1/27 | 2/5-2/18 | 2/24 | 3/5-3/18 | 3/24 | 4/2-4/15 | 4/21 | 4/30-5/13 | 5/19 | 5/28-6/10 | 6/16 | 6/25-7/8 | 7/14 | |
| **MECHANICS** | | **0400** | | | | | | | | | | | 12/11-12/24 | 12/30 | | | | | | | | | | | | | | | |
| **SCHOOL LUNCH PART YR.** | | **0600** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | mo | | **1.64** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **3.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **1.43** | **26.07** |
| (# of Payrolls) | | ytd | | **1.64** | | **3.64** | | **5.64** | | **7.64** | | **9.64** | | **12.64** | | **14.64** | | **16.64** | | **18.64** | | **20.64** | | **22.64** | | **24.64** | | **26.07** | |
| 26.07 | | remaining | | **24.43** | | **22.43** | | **20.43** | | **18.43** | | **16.43** | | **13.43** | | **11.43** | | **9.43** | | **7.43** | | **5.43** | | **3.43** | | **1.43** | | **0.00** | |
| | | **0100** | | | | | | | | | | | | | | | | | | | | | | | | | 6/11-6/24 | 6/30 | |
| **NURSES** | **H** | | | | | | 8/21-9/3 | 9/9 | 9/18-10/1 | 10/7 | 10/16-10/29 | 11/4 | 11/13-11/26 | 12/2 | 12/25-1/7 | 1/13 | 1/22-2/4 | 2/10 | 2/19-3/4 | 3/10 | 3/19-4/1 | 4/7 | 4/16-4/29 | 5/5 | 5/14-5/27 | 6/2 | 6/25-7/8 | 7/14 | |
| **THERAPIST** | | | | | | | 9/4-9/17 | 9/23 | 10/2-10/15 | 10/21 | 10/30-11/12 | 11/18 | 11/27-12/10 | 12/16 | 1/8-1/21 | 1/27 | 2/5-2/18 | 2/24 | 3/5-3/18 | 3/24 | 4/2-4/15 | 4/21 | 4/30-5/13 | 5/19 | 5/28-6/10 | 6/16 | 7/9-7/22 | 7/28 | |
| | | | | | | | | | | | | | 12/11-12/24 | 12/30 | | | | | | | | | | | | | 7/23-8/5 | 8/11 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | 8/6-8/19 | 8/25 | |
| | | mo | | | | | | **2.00** | | **2.00** | | **2.00** | | **3.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **5.00** | **26.00** |
| (# of Payrolls) | | ytd | | | | | | **2.00** | | **4.00** | | **6.00** | | **9.00** | | **11.00** | | **13.00** | | **15.00** | | **17.00** | | **19.00** | | **21.00** | | **26.00** | |
| 26.00 | | remaining | | | | | | **24.00** | | **22.00** | | **20.00** | | **17.00** | | **15.00** | | **13.00** | | **11.00** | | **9.00** | | **7.00** | | **5.00** | | **0.00** | |
| **HRLY. ADMINISTRATIVE** | **Z** | **1200** | 6/19-7/2 | 7/15 | 7/17-7/30 | 8/12 | 8/14-8/27 | 9/9 | 9/11-9/24 | 10/7 | 10/9-10/22 | 11/4 | 11/6-11/19 | 12/2 | 12/18-12/31 | 1/13 | 1/15-1/28 | 2/10 | 2/12-2/25 | 3/10 | 3/12-3/25 | 4/7 | 4/9-4/22 | 5/5 | 5/7-5/20 | 6/2 | 6/4-6/17 | 6/30 | |
| | | | 7/3-7/16 | 7/29 | 7/31-8/132 | 8/26 | 8/28-9/10 | 9/23 | 9/25-10/8 | 10/21 | 10/23-11/5 | 11/18 | 11/20-12/3 | 12/16 | 1/1-1/14 | 1/27 | 1/29-2/11 | 2/24 | 2/26-3/11 | 3/24 | 3/26-4/8 | 4/21 | 4/23-5/6 | 5/19 | 5/21-6/3 | 6/16 | 6/18-7/1 | 7/14 | |
| | | | | | | | | | | | | | 12/4-12/17 | 12/30 | | | | | | | | | | | | | | | |
| | | mo | | **1.14** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **3.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **1.93** | **26.07** |
| (# of Payrolls) | | ytd | | **1.14** | | **3.14** | | **5.14** | | **7.14** | | **9.14** | | **12.14** | | **14.14** | | **16.14** | | **18.14** | | **20.14** | | **22.14** | | **24.14** | | **26.07** | |
| 26.07 | | remaining | | **24.93** | | **22.93** | | **20.93** | | **18.93** | | **16.93** | | **13.93** | | **11.93** | | **9.93** | | **7.93** | | **5.93** | | **3.93** | | **1.93** | | **0.00** | |
| **REGULAR TEACHER** | **Q** | **0500** | | | | | 9/01-9/15 | 9/15 | 10/01-10/15 | 10/14 | 11/01-11/15 | 11/15 | 12/01-12/15 | 12/15 | 1/01-1/14 | 1/13 | 2/01-2/14 | 2/15 | 3/01-3/14 | 3/15 | 4/01-4/15 | 4/14 | 5/01-5/15 | 5/15 | 6/01-6/15 | 6/15 | 7/01-7/15 | 7/14 | |
| **OTHER UFT PEDS** | | **0501** | | | | | 9/16-9/30 | 9/30 | 10/16-10/31 | 10/31 | 11/16-11/30 | 11/30 | 12/16-12/31 | 12/30 | 1/15-1/31 | 1/31 | 2/15-2/29 | 2/28 | 3/15-3/31 | 3/31 | 4/16-4/30 | 4/28 | 5/16-5/31 | 5/31 | 6/16-6/30 | 6/30 | 7/16-7/31 | 7/31 | |
| **CSA TITLES (School Year)** | | **0502** | | | | | | | | | | | | | | | | | | | | | | | | | 8/01-8/15 | 8/15 | |
| **Q-740 SABBATICALS** | | **0506** | | | | | | | | | | | | | | | | | | | | | | | | | 8/16-8/31 | 8/31 | |
| **Q-740 TERMINAL LEAVE** | | **0507** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **EDUCATIONAL (UFT) PARA** | | **0700** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **IEP PARA PROFESSIONAL** | | **0704** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | mo | | | | | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **4.00** | **24.00** |
| (# of Payrolls) | | ytd | | | | | | **2.00** | | **4.00** | | **6.00** | | **8.00** | | **10.00** | | **12.00** | | **14.00** | | **16.00** | | **18.00** | | **20.00** | | **24.00** | |
| 24.00 | | remaining | | | | | | **22.00** | | **20.00** | | **18.00** | | **16.00** | | **14.00** | | **12.00** | | **10.00** | | **8.00** | | **6.00** | | **4.00** | | **0.00** | |
| **12m TITLES (Year Round)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | **Q** | | 7/01-7/15 | 7/15 | 8/01-8/15 | 8/15 | 9/01-9/15 | 9/15 | 10/01-10/15 | 10/14 | 11/01-11/15 | 11/15 | 12/01-12/15 | 12/15 | 1/01-1/14 | 1/13 | 2/01-2/15 | 2/15 | 3/01-3/15 | 3/15 | 4/01-4/15 | 4/14 | 5/01-5/16 | 5/15 | 6/01-6/15 | 6/15 | | | |
| | | | 7/16-7/31 | 7/30 | 8/16-8/31 | 8/31 | 9/16-9/30 | 9/30 | 10/16-10/31 | 10/31 | 11/16-11/30 | 11/30 | 12/16-12/31 | 12/30 | 1/15-1/31 | 1/31 | 2/16-2/28 | 2/28 | 3/16-3/31 | 3/31 | 4/16-4/29 | 4/28 | 5/17-5/31 | 5/31 | 6/16-6/30 | 6/30 | | | |
| | | mo | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | | **24.00** |
| | | ytd | | **2.00** | | **4.00** | | **6.00** | | **8.00** | | **10.00** | | **12.00** | | **14.00** | | **16.00** | | **18.00** | | **20.00** | | **22.00** | | **24.00** | | | |
| (# of Payrolls) | | remaining | | **22.00** | | **20.00** | | **18.00** | | **16.00** | | **14.00** | | **12.00** | | **10.00** | | **8.00** | | **6.00** | | **4.00** | | **2.00** | | **0.00** | | | |
| 24.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

***Payrolls are aligned with each month based on the check date, not the service period.**

**PAYROLL PERIODS AND CHECK DATES - FY 2017 ***

**Note: Dates are subject to change if DFO's payroll memorandums are revised during the year.**

| PAYROLL DESCRIPTION | Payroll Bank | EXPENSE TYPE | JULY PAYROLL PERIOD | JULY CHECK DATE | AUGUST PAYROLL PERIOD | AUGUST CHECK DATE | SEPTEMBER PAYROLL PERIOD | SEPTEMBER CHECK DATE | OCTOBER PAYROLL PERIOD | OCTOBER CHECK DATE | NOVEMBER PAYROLL PERIOD | NOVEMBER CHECK DATE | DECEMBER PAYROLL PERIOD | DECEMBER CHECK DATE | JANUARY PAYROLL PERIOD | JANUARY CHECK DATE | FEBRUARY PAYROLL PERIOD | FEBRUARY CHECK DATE | MARCH PAYROLL PERIOD | MARCH CHECK DATE | APRIL PAYROLL PERIOD | APRIL CHECK DATE | MAY PAYROLL PERIOD | MAY CHECK DATE | JUNE PAYROLL PERIOD | JUNE CHECK DATE | POST-JUNE PAYROLL PERIOD | POST-JUNE CHECK DATE | TOTAL PAYROLLS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PER DIEM &** | **T** | **1300** | 7/1-7/15 | 8/2 | 7/16-7/31 | 8/16 | 8/16-8/31 | 9/20 | 09/1-09/15 | 10/5 | 10/1-10/15 | 11/1 | 11/01-11/15 | 12/5 | 12/01-12/15 | 1/4 | 1/01-1/15 | 2/1 | 2/01-2/15 | 3/10 | 3/1-3/15 | 3/31 | 4/01-4/15 | 5/4 | 5/01-5/15 | 6/1 | 6/01-6/15 | 7/5 | |
| **PER SESSION** | | **1000** | | | 8/1-8/15 | 8/31 | | | 09/16-09/30 | 10/24 | 10/16-10/31 | 11/21 | 11/16-11/30 | 12/16 | 12/16-12/31 | 1/19 | 1/16-1/31 | 2/17 | 2/16-2/29 | 3/16 | 3/16-3/31 | 4/19 | 4/16-4/30 | 5/16 | 5/16-5/31 | 6/16 | 6/16-6/30 | 7/12 | |
| (# of Elem & Middle School Days | | mo | | **10 days** | | **21 days** | | **12 days** | | **16 days** | | **17 days** | | **18 days** | | **17 days** | | **21 days** | | **15 days** | | **23 days** | | **13 days** | | **21 days** | | **19 days** | |
| Based on School Calendar) | | ytd | | **0 days** | | **0 days** | | **0 days** | | **16 days** | | **33 days** | | **51 days** | | **68 days** | | **89 days** | | **104 days** | | **127 days** | | **140 days** | | **161 days** | | **180 days** | **180 days** |
| 180 Days | | remaining | | **180 days** | | **180 days** | | **180 days** | | **164 days** | | **147 days** | | **129 days** | | **112 days** | | **91 days** | | **76 days** | | **53 days** | | **40 days** | | **19 days** | | **0 days** | |
| **CUSTODIAL** | **CUST** | **0300** | 7/1-7/14 | 7/14 | 7/29-8/11 | 8/11 | 8/26-9/8 | 9/8 | 9/23-10/06 | 10/6 | 10/21-11/3 | 11/3 | 11/18-12/01 | 12/1 | 12/30--1/12 | 1/12 | 1/27-2/9 | 2/9 | 2/24-3/9 | 3/19 | 3/24-4/6 | 4/6 | 4/21-5/4 | 5/4 | 5/19-6/1 | 6/1 | 6/16-6/29 | 6/29 | |
| | | | 7/15-7/28 | 7/28 | 8/12-8/25 | 8/25 | 9/9-9/22 | 9/22 | 10/7-10/20 | 10/20 | 11/4-11/17 | 11/17 | 12/02-12/15 | 12/15 | 1/13-1/26 | 1/26 | 2/10-2/23 | 2/23 | 3/10-3/23 | 3/23 | 4/7-4/20 | 4/20 | 5/5-5/18 | 5/18 | 6/2-6/15 | 6/15 | 6/30-7/13 | 7/13 | |
| | | | | | | | | | | | | | 12/16-12/29 | 12/29 | | | | | | | | | | | | | | | |
| | | mo | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **3.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **1.07** | |
| (# of Payrolls) | | ytd | | **2.00** | | **4.00** | | **6.00** | | **8.00** | | **10.00** | | **13.00** | | **15.00** | | **17.00** | | **19.00** | | **21.00** | | **23.00** | | **25.00** | | **26.07** | **26.07** |
| 26.07 | | remaining | | **24.07** | | **22.07** | | **20.07** | | **18.07** | | **16.07** | | **13.07** | | **11.07** | | **9.07** | | **7.07** | | **5.07** | | **3.07** | | **1.07** | | **0.00** | |
| **FAMILY PARA (DC 37)** | **E** | **0750** | | | | | | | 9/7-9/20 | 10/6 | 10/05-10/18 | 11/3 | 11/2-11/15 | 12/1 | 12/14-12/27 | 1/12 | 1/11-1/24 | 2/9 | 2/8-2/21 | 3/9 | 3/8-3/21 | 4/6 | 4/5-4/18 | 5/4 | 5/3-5/16 | 6/1 | 5/31-6/13 | 6/29 | |
| **SCHOOL AIDES** | | **0800** | | | | | 8/24-9/6 | 9/21 | 9/21-10/4 | 10/20 | 10/19-11/1 | 11/17 | 11/16-11/29 | 12/15 | 12/28-1/10 | 1/26 | 1/25-2/7 | 2/23 | 2/22-3/7 | 3/23 | 3/22-4/4 | 4/20 | 4/19-5/2 | 5/18 | 5/17-5/30 | 6/15 | 6/14-6/27 | 7/13 | |
| **SCHOOL LUNCH HOURLY** | | **0900** | | | | | | | | | | | 11/30-12/13 | 12/29 | | | | | | | | | | | | | 6/28-7/11 | 7/27 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | 7/12-7/25 | 8/9 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | 7/26-8/8 | 8/23 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | 8/9-8/22 | 9/6 | |
| | | mo | | | | | | **1.00** | | **2.00** | | **2.00** | | **3.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **6.00** | **26.00** |
| (Prelim # of Payrolls) | | ytd | | | | | | **1.00** | | **3.00** | | **5.00** | | **8.00** | | **10.00** | | **12.00** | | **14.00** | | **16.00** | | **18.00** | | **20.00** | | **26.00** | |
| 26.00 | | remaining | | | | | | **25.00** | | **23.00** | | **21.00** | | **18.00** | | **16.00** | | **14.00** | | **12.00** | | **10.00** | | **8.00** | | **6.00** | | **0.00** | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | *(6 vacation chks)* | | |
| **SCHOOL GUARDS** | **E** | **0801** | 6/29-6/30 | 7/13 | 7/13-7/26 | 8/10 | 8/10-8/23 | 9/7 | 9/7-9/20 | 10/6 | 10/05-10/18 | 11/3 | 11/2-11/15 | 12/1 | 12/14-12/27 | 1/12 | 1/11-1/24 | 2/9 | 2/8-2/21 | 3/9 | 3/8-3/21 | 4/6 | 4/5-4/18 | 5/4 | 5/3-5/16 | 6/1 | 5/31-6/13 | 6/29 | |
| | | | 7/1-7/12 | 7/27 | 7/27-8/9 | 8/24 | 8/24-9/6 | 9/21 | 9/21-10/4 | 10/20 | 10/19-11/1 | 11/17 | 11/16-11/29 | 12/15 | 12/28-1/10 | 1/26 | 1/25-2/7 | 2/23 | 2/22-3/7 | 3/23 | 3/22-4/4 | 4/20 | 4/19-5/2 | 5/18 | 5/17-5/30 | 6/15 | 6/14-6/27 | 7/13 | |
| | | | | | | | | | | | | | 11/30-12/13 | 12/29 | | | | | | | | | | | | | 6/28-6/30 | 7/27 | |
| | | mo | | **0.86** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **3.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.00** | | **2.21** | **26.07** |
| (Prelim # of Payrolls) | | ytd | | **0.86** | | **2.86** | | **4.86** | | **6.86** | | **8.86** | | **11.86** | | **13.86** | | **15.86** | | **17.86** | | **19.86** | | **21.86** | | **23.86** | | **26.07** | |
| 26.07 | | remaining | | **25.21** | | **23.21** | | **21.21** | | **19.21** | | **17.21** | | **14.21** | | **12.21** | | **10.21** | | **8.21** | | **6.21** | | **4.21** | | **2.21** | | **(0.00)** | |

***Payrolls are aligned with each month based on the check date, not the service period.**