

GARFIELD PUBLIC SCHOOLS

34 OUTWATER LANE, GARFIELD, NEW JERSEY 07026-2693

DR. EDWARD F. IZBICKI, SR.
Asst. Superintendent of Finance/Board Secretary

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TO: **SUBSTITUTE AIDES, SECRETARIES, TEACHERS**

FROM: **DR. EDWARD IZBICKI/ASST. SUPERINTENDENT OF
FINANCE/BOARD SECRETARY
DENISE FISHER/PAYROLL MANAGER**

RE: **2016/2017 SCHOOL YEAR PAYROLL**

DATE: **JUNE 20, 2016**

The above employees are required to submit a payroll voucher in accordance with this schedule. Time sheets are due two days after work period ends. Thank you.

PAYROLL DATES

WORK PERIOD COVERED

September 15, 2016	NO CHECK
September 30, 2016	September 07-15, 2016
October 14, 2016	September 16-30, 2016
October 28, 2016	October 03-14, 2016
November 15, 2016	October 17-31, 2016
November 30, 2016	November 01-15, 2016
December 15, 2016	November 16-30, 2016
December 23, 2016	December 01-15, 2016
January 13, 2017	December 16-23, 2016
January 27, 2017	January 02-13, 2017
February 15, 2017	January 16-31, 2017
February 28, 2017	February 01-15, 2017
March 15, 2017	February 16-28, 2017
March 30, 2017	March 01-15, 2017
April 13, 2017	March 16-31, 2017
April 28, 2017	April 03-13, 2017
May 12, 2017	April 24-28, 2017
May 26, 2017	May 01-15, 2017
June 15, 2017	May 16-31, 2017
June 23, 2017	June 01-15, 2017
June 30, 2017(supplemental)**	June 16-23, 2017