SUBSTITUTE PAY SCHEDULE
DECEMBER 2009 THROUGH JULY 2010

Substitute Cut-off Date	Actual Pay Date	Substitutes and Overtime Paid Through Date
11/22/2009	12/15/2009	11/09/2009 through 11/22/2009
12/6/2009	12/18/2009	11/23/2009 through 12/06/2009
12/27/2009	01/15/2010	12/07/2009 through 12/27/2009
01/10/2010	01/31/2010	12/18/2010 through 01/10/2010
01/24/2010	02/15/2010	01/11/2010 through 01/24/2010
02/07/2010	02/28/2010	01/25/2010 through 02/07/2010
02/21/2010	03/15/2010	02/08/2010 through 02/21/2010
03/07/2010	03/31/2010	02/22/2010 through 03/07/2010
03/21/2010	04/15/2010	03/08/2010 through 03/21/2010
04/11/2010	04/30/2010	03/22/2010 through 04/11/2010
04/25/2010	05/15/2010	04/12/2010 through 04/25/2010
05/09/2010	05/31/2010	04/26/2010 through 05/09/2010
05/23/2010	06/15/2010	05/10/2010 through 05/23/2010
06/13/2010	06/30/2010	05/24/2010 through 06/13/2010
06/27/2010	07/15/2010	06/14/2010 through 06/27/2010

If you have any questions concerning your paycheck, please call the school(s) or department for which you substituted to verify that they reported the correct dates and hours. If there is an error, the school or department for which you worked should complete an **Attendance Correction Form**, sending it as soon as possible to the Finance/Payroll Office for processing.

Payroll Schedule Issued 12/15/2009