

2018-2019



PAYROLL CUT-OFF DATES

PAY DATES

<i>From</i>	June 10, 2018	<i>To</i>	July 14, 2018	<i>Will be paid</i>	July 31, 2018
<i>From</i>	July 15, 2018	<i>To</i>	August 11, 2018	<i>Will be paid</i>	August 31, 2018
<i>From</i>	August 12, 2018	<i>To</i>	September 8, 2018	<i>Will be paid</i>	September 28, 2018
<i>From</i>	September 9, 2018	<i>To</i>	October 6, 2018	<i>Will be paid</i>	October 31, 2018
<i>From</i>	October 7, 2018	<i>To</i>	November 3, 2018	<i>Will be paid</i>	November 30, 2018
<i>From</i>	November 4, 2018	<i>To</i>	December 8, 2018	<i>Will be paid</i>	December 31, 2018
<i>From</i>	December 9, 2018	<i>To</i>	January 5, 2019	<i>Will be paid</i>	January 31, 2019
<i>From</i>	January 6, 2019	<i>To</i>	February 2, 2019	<i>Will be paid</i>	February 28, 2019
<i>From</i>	February 3, 2019	<i>To</i>	March 9, 2019	<i>Will be paid</i>	March 29, 2019
<i>From</i>	March 10, 2019	<i>To</i>	April 6, 2019	<i>Will be paid</i>	April 30, 2019
<i>From</i>	April 7, 2019	<i>To</i>	May 11, 2019	<i>Will be paid</i>	May 31, 2019
<i>From</i>	May 12, 2019	<i>To</i>	June 15, 2019	<i>Will be paid</i>	June 28, 2019

* Checks are issued on the last working day of the month. No exceptions will be made *

* December checks will be mailed due to holidays *

* Direct deposit is available to full time and hourly employees who have worked 90 consecutive days.
A "voided" pre-printed check and direct deposit form must be completed and returned to the central office *

** Checks may be picked up at the Central Office on the dates above, between 7:00 a.m. and 3:30 p.m. **

** Checks that are not picked up will be mailed on the same day **

How to view Check or Direct Deposit

<https://jacksoness.harrisschool.solutions/>

1st time users must register to create login and password
Click on "Registration" and enter the required information
You will have to confirm the registration via your email

Once logged in: Click on Payroll Actions
Click on Check inquiry for a list of checks .
Click on the current payroll check to view the details.

