

# 2019-2020



## PAYROLL CUT-OFF DATES

## PAY DATES

<i>From</i>	June 9, 2019	<i>To</i>	July 6, 2019	<i>Will be paid</i>	July 31, 2019
<i>From</i>	July 7, 2019	<i>To</i>	August 3, 2019	<i>Will be paid</i>	August 30, 2019
<i>From</i>	August 4, 2019	<i>To</i>	August 31, 2019	<i>Will be paid</i>	September 30, 2019
<i>From</i>	September 1, 2019	<i>To</i>	October 5, 2019	<i>Will be paid</i>	October 31, 2019
<i>From</i>	October 6, 2019	<i>To</i>	November 2, 2019	<i>Will be paid</i>	November 29, 2019
<i>From</i>	November 3, 2019	<i>To</i>	November 30, 2019	<i>Will be paid</i>	December 31, 2019
<i>From</i>	December 1, 2019	<i>To</i>	January 4, 2020	<i>Will be paid</i>	January 31, 2020
<i>From</i>	January 5, 2020	<i>To</i>	February 1, 2020	<i>Will be paid</i>	February 28, 2020
<i>From</i>	February 2, 2020	<i>To</i>	March 7, 2020	<i>Will be paid</i>	March 31, 2020
<i>From</i>	March 8, 2020	<i>To</i>	April 4, 2020	<i>Will be paid</i>	April 30, 2020
<i>From</i>	April 5, 2020	<i>To</i>	May 2, 2020	<i>Will be paid</i>	May 29, 2020
<i>From</i>	May 3, 2020	<i>To</i>	June 6, 2020	<i>Will be paid</i>	June 30, 2020

**\* 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 can be applied for thru the Employee Self Service Sytem. Directions to register are listed below.*

\*\* 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.

