



Genesee Education Consultant Services

**GENESEE EDUCATION CONSULTANT SERVICES, INC.
2018-2019 PAYROLL SCHEDULE**

PAY #	FROM MONDAY	THROUGH SUNDAY	PAY DATE	TIMESHEET DUE
1	6/18/2018	7/1/2018	7/13/2018	7/2/2018
2	7/2/2018	7/15/2018	7/27/2018	7/16/2018
3	7/16/2018	7/29/2018	8/10/2018	7/30/2018
4	7/30/2018	8/12/2018	8/24/2018	8/13/2018
5	8/13/2018	8/26/2018	9/7/2018	8/27/2018
6	8/27/2018	9/9/2018	9/21/2018	9/10/2018
7	9/10/2018	9/23/2018	10/5/2018	9/24/2018
8	9/24/2018	10/7/2018	10/19/2018	10/8/2018
9	10/8/2018	10/21/2018	11/2/2018	10/22/2018
10	10/22/2018	11/4/2018	11/16/2018	11/5/2018
11	11/5/2018	11/18/2018	11/30/2018	11/19/2018
12	11/19/2018	12/2/2018	12/14/2018	12/3/2018
13	12/3/2018	12/16/2018	12/28/2018	12/17/2018
14	12/17/2018	12/30/2018	1/11/2019	12/31/2018
15	12/31/2018	1/13/2019	1/25/2019	1/14/2019
16	1/14/2019	1/27/2019	2/8/2019	1/28/2019
17	1/28/2019	2/10/2019	2/22/2019	2/11/2019
18	2/11/2019	2/24/2019	3/8/2019	2/25/2019
19	2/25/2019	3/10/2019	3/22/2019	3/11/2019
20	3/11/2019	3/24/2019	4/5/2019	3/25/2019
21	3/25/2019	4/7/2019	4/19/2019	4/8/2019
22	4/8/2019	4/21/2019	5/3/2019	4/22/2019
23	4/22/2019	5/5/2019	5/17/2019	5/6/2019
24	5/6/2019	5/19/2019	5/31/2019	5/20/2019
25	5/20/2019	6/2/2019	6/14/2019	6/3/2019
26	6/3/2019	6/16/2019	6/28/2019	6/17/2019
1	6/17/2019	6/30/2019	7/12/2019	7/1/2019
2	7/1/2019	7/14/2019	7/26/2019	7/15/2019

NOTE: Employees must submit their Bi-weekly timesheets to their Site Coordinator or Payroll Secretary (whomever is their 1st level of approval) on the last Friday of the payroll period to ensure payment on the coinciding pay date. Otherwise, payment for that period will occur on the next pay date (as long as 1st level submission is by the last Friday of that payroll period). Site Coordinators need to submit Bi-weekly Timesheets to Payroll secretaries by the Monday after the payroll period ends and Payroll Secretaries need to submit them to GECS payroll no later than the Tuesday after the payroll period ends.