

Western Line School District

Payroll Dates FY 2021-2022

Payroll Month	Dates Covered	
JULY 2021	JUNE 21	JULY 23
AUGUST 2021	JULY 26	AUGUST 20
SEPTEMBER 2021	AUGUST 23	SEPT. 17
OCTOBER 2021	SEPT. 20	OCT. 15
NOVEMBER 2021	OCT. 18	NOV. 12
DECEMBER 2021	NOV. 15	DEC. 10
JANUARY 2022	DEC. 13	JAN. 21
FEBRUARY 2022	JAN. 24	FEB. 18
MARCH 2022	FEB. 22	MARCH 25
APRIL 2022	MARCH 28	APRIL 22
MAY 2022	APRIL 25	MAY 20
JUNE 2022	MAY 23	JUNE 17

* All leave requests/time edits must be completed, requested and approved before the **cuttoff** day.

* Any Direct Deposit changes must be submitted to Payroll before the **15th** of the month.

* Changes in Insurance must be discussed in the Payroll Office before the **cuttoff** date.

* If any changes are made, employees will be notified.