**Lake Wales Charter Schools**

**Payroll Schedule**

**Substitute Teachers**

**2021-2022**

|  |  |  |
| --- | --- | --- |
| **Payroll Period Begins** | **Payroll Period Ends** | **Check Date** |
| July 23 | August 5 | August 13 |
| August 6 | August 23 | August 31 |
| August 24 | September 3 | September 15 |
| September 4 | September 22  | September 30 |
| September 23 | October 6 | October 15 |
| October 7 | October 21 | October 29 |
| October 22 | November 4 | November 15 |
| November 5 | November 12 | November 30 |
| November 13 | December 7 | December 15 |
| PLEASE NOTE: NO SUBSTITURE PAYROLL DECEMBER 31, 2021 |
| December 8 | January 6 | January 14 |
| January 7 | January 21 | January 31 |
| January 22 | February 7 | February 15 |
| February 5 | February 17 | February 28 |
| February 18 | March 7 | March 15 |
| March 8 | March 16 | March 31 |
| March 17 | April 7 | April 15 |
| April 8 | April 21 | April 29  |
| April 22 | May 5 | May 13 |
| May 6 | May 20 | May 31 |
| May 21 | June 7 | June 15 |

We strongly recommend that all substitutes keep a log of the dates they worked, persons for whom they substituted, and the **job number** for that job.

**NOTE**: Due to processing time, school, and banking holidays, there is no substitute payroll scheduled for payment on December 31, 2021.