

SHELBY COUNTY SCHOOLS PAY SCHEDULE 2016-17
10 MONTH HOURLY (Scheduled Work Year 08/08/16 - 05/27/17)

ISS/Study Hall Monitors

For APECS use only
10-ISH

Timesheet Pay Period	Calendar Pay Period	TIMESHEET	ATTENDANCE	WORK	PAID	TOTAL	APPROVAL	
		& PAYROLL	PERIODS		HOLIDAYS		DEADLINE *	PAY DAY
		Calendar Days in Pay Period						
		BEGINNING	ENDING					
3	1	07/21/16	08/03/16	3.00		3.00		
4	2	08/04/16	08/17/16	10.00	-	10.00	08/17/16	08/26/16
5	3	08/18/16	08/31/16	10.00	-	10.00	08/31/16	09/09/16
6	4	09/01/16	09/14/16	9.00	1.00	10.00	09/14/16	09/23/16
7	5	09/15/16	09/28/16	10.00	-	10.00	09/28/16	10/07/16
8	6	09/29/16	10/12/16	7.00	1.00	8.00	10/12/16	10/21/16
9	7	10/13/16	10/26/16	8.00	2.00	10.00	10/26/16	11/04/16
10	8	10/27/16	11/09/16	10.00	-	10.00	11/09/16	11/18/16
11	9	11/10/16	11/23/16	8.00	1.00	9.00	11/23/16	12/02/06
12	10	11/24/16	12/07/16	8.00	2.00	10.00	12/07/16	12/16/16
13	11	12/08/16	12/21/16	7.00	-	7.00	12/21/16	12/30/16
14	12	12/22/16	01/04/17	2.00	5.00	7.00	01/04/17	01/13/16
15	13	01/05/17	01/18/17	9.00	1.00	10.00	01/18/17	01/27/16
16	14	01/19/17	02/01/17	10.00	-	10.00	02/01/17	02/10/17
17	15	02/02/17	02/15/17	10.00	-	10.00	02/15/17	02/24/17
18	16	02/16/17	03/01/17	9.00	1.00	10.00	03/01/17	03/10/17
19	17	03/02/17	03/15/17	7.00	3.00	10.00	03/15/17	03/24/17
20	18	03/16/17	03/29/17	8.00	2.00	10.00	03/29/17	04/07/17
21	19	03/30/17	04/12/17	10.00	-	10.00	04/12/17	04/21/17
22	20	04/13/17	04/26/17	9.00	1.00	10.00	04/26/17	05/05/17
23	21	04/27/17	05/10/17	10.00	-	10.00	05/10/17	05/19/17
24	22	05/11/17	05/24/17	10.00	-	10.00	05/24/17	06/02/17
25	23	05/25/17	06/07/17	2.00	-	2.00	06/07/17	06/16/17
				186.00	20.00	206.00		

Timesheets must be approved by department heads/school principals by noon unless otherwise instructed.

***Start date is 8/08/2016 and date is 5/26/2017.**

Paid Holidays -- Employees must be in active pay status the day preceding and the day following the holiday (per Board policy and your job class) in order to receive holiday pay.

HOLIDAYS / VACATION

Labor Day, September 5, 2016	1.00
Fall Break, October 12-14, 2016	3.00
Veterans Day, November 11, 2016	1.00
Thanksgiving, November 24 - 25, 2016	2.00
Winter Break, Dec. 22, 23, 26, 30 & January 2, 2016	5.00
MLK Day, January 16, 2017	1.00
Presidents Day, February 20, 2017	1.00
Spring Break, March 13 - 17, 2017	5.00
Good Friday, April 14, 2017	1.00
Total	<u>20.00</u>

NON WORK NON PAID DAYS

Fall Break, October 10-14, 2016	5.00
Winter Break, Dec. 20, 21, 27, 28, 29	5.00
Total	10.00

SHELBY COUNTY SCHOOLS PAY SCHEDULE 2016-17
10 MONTH HOURLY (Scheduled Work Year 08/3/16 - 05/27/17)

Educational Assistants &
School Clerical 1, ELOP-FT, Bilingual Mentors

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10 MH

Timesheet Pay Period	Calendar Pay Period	TIMESHEET & PAYROLL	ATTENDANCE PERIODS	PAID			APPROVAL	
		<u>Calendar Days in Pay Period</u>		<u>WORK</u>	<u>HOLIDAYS</u>	<u>TOTAL</u>	<u>DEADLINE *</u>	<u>PAY DAY</u>
		<u>BEGINNING</u>	<u>ENDING</u>					
3	1	07/21/16	08/03/16	3.00	-	3.00	08/03/16	08/12/16
4	2	08/04/16	08/17/16	10.00	-	10.00	08/17/16	08/26/16
5	3	08/18/16	08/31/16	10.00	-	10.00	08/31/16	09/09/16
6	4	09/01/16	09/14/16	9.00	1.00	10.00	09/14/16	09/23/16
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16	14	01/19/17	02/01/17	10.00	-	10.00	02/01/17	02/10/17
17	15	02/02/17	02/15/17	10.00	-	10.00	02/15/17	02/24/17
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21	19	03/30/17	04/12/17	10.00	-	10.00	04/12/17	04/21/17
22	20	04/13/17	04/26/17	9.00	1.00	10.00	04/26/17	05/05/17
23	21	04/27/17	05/10/17	10.00	-	10.00	05/10/17	05/19/17
24	22	05/11/17	05/24/17	10.00	-	10.00	05/24/17	06/02/17
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				186.00	20.00	206.00		

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