



2017-2018
WEST LINN – WILSONVILLE SCHOOL DISTRICT
Payday/Cutoff Calendar

PAYROLL PAY PERIODS

PAY DATES

	<u>Cutoff Dates</u>	
June 10, 2017 -	July 7, 2017	July 25, 2017
July 8, 2017 -	Aug. 9, 2017	August 25, 2017
Aug. 10, 2017 -	Sept. 6, 2017	September 25, 2017
Sept. 7, 2017 -	Oct. 6, 2017	October 25, 2017
Oct. 7, 2017 -	Nov. 3, 2017	November 17, 2017
Nov. 4, 2017 -	Dec. 1, 2017	December 15, 2017
Dec. 2, 2017 -	Jan. 5, 2018	January 25, 2018
Jan. 6, 2018 -	Feb. 7, 2018	February 23, 2018
Feb. 8, 2018 -	Mar. 7, 2018	March 23, 2018
Mar. 8, 2018 -	Apr. 6, 2018	April 25, 2018
Apr. 7, 2018 -	May 9, 2018	May 25, 2018
May 10, 2018 -	June 6, 2018*	June 25, 2018

***JUNE CUT-OFF SUBJECT TO CHANGE DUE TO INCLEMENT WEATHER DAYS**

Calculation of Salary:

10 month classified employees who work the entire school year will receive 12 equal paychecks (September-August). Salary is prorated for employees hired after September 1st. This means that individual pay will be spread out over the remaining months through August.

Example:

Hourly rate of pay, multiplied by hours per day, multiplied by the number of days in your annual contract, equals your annual salary. Annual salary divided by 12 equals your monthly salary.

Every classified employee completes a monthly timecard. This may not reflect what is on your monthly paycheck (due to the calculation above). Timecards are used primarily for calculating extra pay or unpaid time.