

**Administrator Payroll Schedule
2020-2021**

| P/R No. | Pay Period | No. of Days | Batch Entry and Approval Deadline | | Pay Date | Payroll Warrant |
|-----------------|---------------------|--------------------|--|------------|-----------------|------------------------|
| 1 | 07/01/20 - 07/15/20 | 10 | 07/17/20 | 12:00 noon | 07/31/20 | AD0121 |
| 2 | 07/16/20 - 08/15/20 | 22 | 08/17/20 | 12:00 noon | 09/01/20 | AD0221 |
| 3 | 08/16/20 - 09/15/20 | 21 | 09/17/20 | 12:00 noon | 10/01/20 | MN0121 |
| 4 | 09/16/20 - 10/15/20 | 22 | 10/16/20 | 12:00 noon | 10/30/20 | MN0221 |
| 5 | 10/16/20 - 11/15/20 | 21 | 11/17/20 | 12:00 noon | 12/01/20 | MN0321 |
| 6 | 11/16/20 - 12/15/20 | 20 | 12/17/20 | 12:00 noon | 01/04/21 | MN0421 |
| 7 | 12/16/20 - 01/15/21 | 19 | 01/19/21 | 12:00 noon | 02/01/21 | MN0521 |
| 8 | 01/16/21 - 02/15/21 | 21 | 02/17/21 | 12:00 noon | 03/01/21 | MN0621 |
| 9 | 02/16/21 - 03/15/21 | 20 | 03/17/21 | 12:00 noon | 04/01/21 | MN0721 |
| 10 | 03/16/21 - 04/15/21 | 23 | 04/16/21 | 12:00 noon | 04/30/21 | MN0821 |
| 11 | 04/16/21 - 05/15/21 | 21 | 05/18/21 | 12:00 noon | 06/01/21 | MN0921 |
| 12 ¹ | 05/16/21 - 06/30/21 | 32 | 06/17/21 | 12:00 noon | 06/30/21 | AD1221 |

252 Total Work Days

¹ Requires entry of time through the end of June.