

Bloom Township High School District 206  
 Payroll Timesheet Schedule  
 All Staff (12 month)  
 2023-2024

Timesheets must be submitted no later than 9 a.m. Submission dates are not subject to change. Failure to submit timesheets by the deadline will result in being paid the following pay date.

Pay Period	Start Date	End Date	Timesheet Due	Pay Date
3.00	7/31/2023	8/15/2023	8/15/2023	8/30/2023
4.00	8/16/2023	8/30/2023	8/30/2023	9/15/2023
5.00	8/31/2023	9/15/2023	9/15/2023	9/29/2023
6.00	9/16/2023	9/30/2023	9/29/2023	10/13/2023
7.00	10/1/2023	10/15/2023	10/13/2023	10/30/2023
8.00	10/16/2023	10/30/2023	10/30/2023	11/15/2023
9.00	10/31/2023	11/15/2023	11/15/2023	11/30/2023
10.00	11/16/2023	11/30/2023	11/30/2023	12/15/2023
11.00	12/1/2023	12/15/2023	12/15/2023	12/28/2023
12.00	12/16/2023	12/30/2023	12/28/2023	1/12/2024
13.00	12/31/2023	1/15/2024	1/12/2024	1/30/2024
14.00	1/16/2024	1/30/2024	1/30/2024	2/15/2024
15.00	1/31/2024	2/15/2024	2/15/2024	2/29/2024
16.00	2/16/2024	2/29/2024	2/29/2024	3/15/2024
17.00	3/1/2024	3/15/2024	3/15/2024	3/28/2024
18.00	3/16/2024	3/30/2024	3/28/2024	4/15/2024
19.00	3/31/2024	4/15/2024	4/15/2024	4/30/2024
20.00	4/16/2024	4/30/2024	4/30/2024	5/15/2024
21.00	5/1/2024	5/15/2024	5/15/2024	5/30/2024
22.00	5/16/2024	5/30/2024	5/30/2024	6/14/2024
23.00	5/31/2024	6/15/2024	6/14/2024	6/28/2024
24.00	6/16/2024	6/30/2024	6/30/2024	7/15/2024

**Bloom Township High School District 206**  
**Payroll Timecard Schedule**  
**Maintenance Only (12 month)**  
**2023-2024**

Timecards must be submitted no later than 9 a.m. Submission dates are not subject to change. Failure to submit timecards by the deadline will result in being paid the following pay date.

Pay Period	Start Date	End Date	Timecard Due	Pay Date
			to the Business Office	
3.00	7/31/2023	8/15/2023	8/16/2023	8/30/2023
4.00	8/16/2023	8/30/2023	8/31/2023	9/15/2023
5.00	8/31/2023	9/15/2023	9/18/2023	9/29/2023
6.00	9/16/2023	9/30/2023	10/2/2023	10/13/2023
7.00	10/1/2023	10/15/2023	10/16/2023	10/30/2023
8.00	10/16/2023	10/30/2023	10/31/2023	11/15/2023
9.00	10/31/2023	11/15/2023	11/16/2023	11/30/2023
10.00	11/16/2023	11/30/2023	12/1/2023	12/15/2023
11.00	12/1/2023	12/15/2023	12/18/2023	12/28/2023
12.00	12/16/2023	12/30/2023	1/2/2024	1/12/2024
13.00	12/31/2023	1/15/2024	1/16/2024	1/30/2024
14.00	1/16/2024	1/30/2024	1/31/2024	2/15/2024
15.00	1/31/2024	2/15/2024	2/16/2024	2/29/2024
16.00	2/16/2024	2/29/2024	3/1/2024	3/15/2024
17.00	3/1/2024	3/15/2024	3/18/2024	3/28/2024
18.00	3/16/2024	3/30/2024	3/29/2024	4/15/2024
19.00	3/31/2024	4/15/2024	4/16/2024	4/30/2024
20.00	4/16/2024	4/30/2024	5/1/2024	5/15/2024
21.00	5/1/2024	5/15/2024	5/16/2024	5/30/2024
22.00	5/16/2024	5/30/2024	5/31/2024	6/14/2024
23.00	5/31/2024	6/15/2024	6/17/2024	6/28/2024
24.00	6/16/2024	6/30/2024	7/1/2024	7/15/2024

Bloom Township High School District 206  
 Payroll Timesheet Schedule  
 Extra Duty and Supplemental Pay (Certified Staff)  
 2023-2024

Timesheets must be submitted no later than 9 a.m. Submission dates are not subject to change. Failure to submit timesheets by the deadline will result in being paid the following pay date.

Pay Period	Start Date	End Date	*Timesheet Due to the Business Office	Pay Date
4.00	8/16/2023	8/30/2023	8/30/2023	9/15/2023
5.00	8/31/2023	9/15/2023	9/15/2023	9/29/2023
6.00	9/16/2023	9/30/2023	9/29/2023	10/13/2023
7.00	10/1/2023	10/15/2023	10/13/2023	10/30/2023
8.00	10/16/2023	10/30/2023	10/30/2023	11/15/2023
9.00	10/31/2023	11/15/2023	11/15/2023	11/30/2023
10.00	11/16/2023	11/30/2023	11/30/2023	12/15/2023
11.00	12/1/2023	12/15/2023	12/15/2023	12/28/2023
12.00	12/16/2023	12/30/2023	12/28/2023	1/12/2024
13.00	12/31/2023	1/15/2024	1/12/2024	1/30/2024
14.00	1/16/2024	1/30/2024	1/30/2024	2/15/2024
15.00	1/31/2024	2/15/2024	2/15/2024	2/29/2024
16.00	2/16/2024	2/29/2024	2/29/2024	3/15/2024
17.00	3/1/2024	3/15/2024	3/15/2024	3/28/2024
18.00	3/16/2024	3/30/2024	3/28/2024	4/15/2024
19.00	3/31/2024	4/15/2024	4/15/2024	4/30/2024
20.00	4/16/2024	4/30/2024	4/30/2024	5/15/2024
21.00	5/1/2024	5/15/2024	5/15/2024	5/30/2024
22.00	5/16/2024	5/30/2024	5/30/2024	6/14/2024
23.00	5/31/2024	6/15/2024	6/14/2024	6/28/2024
24.00	6/16/2024	6/30/2024	6/28/2024	7/15/2024
25.00	6/28/2024	7/15/2024	7/15/2024	7/30/2024
26.00	7/15/2024	7/30/2024	7/30/2024	8/15/2024
27.00	7/31/2024	8/15/2024	8/15/2024	8/30/2024

\*Please note: Building due dates are 48 hours prior to the date due to the business office shown above. The additional time is needed for verification and approval purposes.

Pay periods 24, 25, and 26 checks will be issued as a live check.  
 The pay period 27 check will be issued with the regular paycheck.