

**BISHOP CONSOLIDATED I.S.D.  
Monthly Payroll Calendar  
2022-2023**

**Time Cards/Absent From Duty Forms/Sub Sheets/Extra Duty Sheets (if applicable)**

**\*Fill out completely for each pay period.**

**\*Give to supervisor at the end of each week.**

**\*Supervisor will turn in Time Cards by noon on Monday of each week. Absent from Duty Forms/Sub Sheets/Extra Duty Sheets to Central Office by the FIRST of each month.**

**\*Check with supervisor if any questions.**

***Any Time Cards or Sub Sheets that are missing as of the FIRST of each month will be paid on the following pay date.***

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**PAY DATES**

September 15, 2022

October 14, 2022

November 15, 2022

December 15, 2022

**\*January 13, 2023 (see below)**

February 15, 2023

March 15, 2023

April 14, 2023

May 15, 2023

June 15, 2023

July 14, 2023

August 15, 2023

**\*December payroll paperwork (pay date/Jan. 16, 2023) is due to Central Office by December 15, 2022.**