

**WEAKLEY COUNTY  
TIME SHEET SCHEDULE**

**BUS DRIVERS  
CUSTODIANS  
EDUCATIONAL ASSISTANTS**

**BASP**

**FOOD SERVICE**

**SUBSTITUTES FOR ALL THE ABOVE**

<b>PAYROLL DATES</b>	<b>PAY PERIOD START AND END</b>	<b>TIME SHEETS DUE</b>
<b>July 30, 2009</b>	<b>July 1-15</b>	<b>July 17, 2009</b>
<b>August 28, 2009</b>	<b>July 16-31 and August 3-14</b>	<b>August 17, 2009</b>
<b>September 30, 2009</b>	<b>August 17-31 and September 1-15</b>	<b>September 17, 2009</b>
<b>October 30, 2009</b>	<b>September 16-30 and October 1-15</b>	<b>October 21, 2009</b>
<b>November 30, 2009</b>	<b>October 16-30 and November 2-13</b>	<b>November 17, 2009</b>
<b>December 30, 2009</b>	<b>November 16-30 and December 1-15</b>	<b>December 17, 2009</b>
<b>January 29, 2010</b>	<b>December 16-31 and January 1-15</b>	<b>January 19, 2010</b>
<b>February 26, 2010</b>	<b>January 18-29 and February 1-15</b>	<b>February 17, 2010</b>
<b>March 30, 2010</b>	<b>February 16-26 and March 1-15</b>	<b>March 17, 2010</b>
<b>April 30, 2010</b>	<b>March 16-31 and April 1-15</b>	<b>April 19, 2010</b>
<b>May 28, 2010</b>	<b>April 16-30 and May 3-14</b>	<b>May 17, 2010</b>
<b>June 30, 2010</b>	<b>May 17-28</b>	<b>May 28, 2010</b>

Time sheets must be at the Central Office by the due dates

Longevity payments will be included on your monthly payroll check.  
Longevity will be paid on the payment dates above based on your hire date.

REPORT OF LEAVE FORMS FOR TEACHERS MUST BE AT THE CENTRAL OFFICE BY THE 30TH OF EACH MONTH.