

**BOARD OF TRUSTEES**

Mr. John Goepf  
 Mrs. Beverly Grabe  
 Mrs. Cathy Herrick  
 Ms. Sudie Smartt  
 Mr. Paul Zamoyta

Dr. Mary M. Suzuki  
 Superintendent of Schools



**BEAR VALLEY SCHOOLS**  
 Big Bear Elementary  
 North Shore Elementary  
 Baldwin Lane Elementary  
 Fallsdale School  
 Big Bear Middle  
 Big Bear High  
 Chautauqua High

P.O. Box 1529 \* 42271 Moonridge Road \* Big Bear Lake, CA 92315 \* (909) 866-4631 \* Fax (909) 866-2040 \* www.bearvalleyusd.org

**REVISED ON  
 January 2, 2019**

To: All Staff

From: Bear Valley Unified Fiscal Services Department

Below please find the time sheet due dates for the 2018-2019 school year.

All time sheets must be submitted to the District Office **no later than 4:30 p.m.**

Time Sheet Due Date	Dates Paid	Payroll Release Dates
7/6/2018	6/08 - 7/6	Classified Contract 7/31 Certificated Contract 8/1 Hourly 8/9
8/9/2018	7/7 - 8/9	Classified Contract 8/31 Certificated Contract 9/4 Hourly 9/10
9/7/2018	8/10 - 9/7	Classified Contract 9/28 Certificated Contract 10/1 Hourly 10/9
10/5/2018	9/8 - 10/5	Classified Contract 10/31 Certificated Contract 11/1 Hourly 11/9
11/5/2018	10/6- 11/5	Classified Contract 11/30 Certificated Contract 12/3 Hourly 12/10
12/03/2018	11/6 - 12/3	Classified Contract 12/28 Certificated Contract 1/2 Hourly 1/9
1/8/2019	12/4 - 1/8/2019	Classified Contract 1/31 Certificated Contract 2/1 Hourly 2/12
2/5/2019	1/9 - 2/5	Classified Contract 2/28 Certificated Contract 3/1 Hourly 3/11
3/7/2019	2/6 - 3/7	Classified Contract 3/29 Certificated Contract 4/1 Hourly 4/9
4/8/2019	3/8 - 4/8	Classified Contract 4/30 Certificated Contract 5/1 Hourly 5/9
5/7/2019	4/9- 5/7	Classified Contract 5/31 Certificated Contract 6/3 Hourly 6/10
6/5/2019	5/8 - 6/5	Classified Contract 6/28 Certificated Contract 7/1 Hourly 7/9

It is the mission of Bear Valley Unified School District to educate, inspire, and prepare all students by creating innovative learning environments where students can thrive academically, contribute to society, and lead healthy, purposeful lives.