



**EDINBURG CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
PAYROLL DEPARTMENT**

**411 N. 8TH AVE.
EDINBURG, TX 78541
PHONE: (956) 289-2300
FAX: (956) 386-0422 OR (956) 385-3349**

O.K.
K.G.
2/26/14

BIWEEKLY 2014-2015 EDINBURG CISD PAY DATE SCHEDULE

Beginning Pay Period	Ending Pay Period	Date Due in Payroll By 1:00	Comment	Paydate	Summer Deducts
07/05/14	07/18/14	07/23/14		07/30/14	
07/19/14	08/01/14	08/06/14		08/13/14	
08/02/14	08/15/14	08/20/14		08/27/14	
08/16/14	08/29/14	09/03/14		09/10/14	
08/30/14	09/12/14	09/17/14		09/24/14	
09/13/14	09/26/14	10/01/14		10/08/14	DD
09/27/14	10/10/14	10/15/14		10/22/14	
10/11/14	10/24/14	10/29/14		11/05/14	DD
10/25/14	11/07/14	11/12/14		11/19/14	
11/08/14	11/21/14	11/21/14	No Delays	No Adj	12/03/14
11/22/14	12/05/14	12/10/14		12/17/14	
12/08/14	12/19/14	12/19/14	No Delays	No Adj	12/31/14 N
12/20/14	01/02/15	01/07/15		01/14/15 ***	
01/03/15	01/16/15	01/21/15		01/28/15	
01/17/15	01/30/15	02/04/15		02/11/15	
01/31/15	02/13/15	02/18/15		02/25/15	DD
02/14/15	02/27/15	03/03/15	No Delays	No Adj	03/11/15
02/28/15	03/13/15	03/18/15		03/25/15	
03/14/15	03/27/15	04/01/15		04/08/15	
03/28/15	04/10/15	04/15/15		04/22/15	
04/11/15	04/24/15	04/29/15		05/06/15	DD
04/25/15	05/08/15	05/13/15		05/20/15	
05/09/15	05/22/15	05/27/15		06/03/15	
05/23/15	06/05/15	06/10/15		06/17/15	
06/08/15	06/19/15	06/23/15	No Delays	No Adj	07/01/15
06/20/15	07/03/15	07/08/15	Fax edits to PR		07/15/15
07/04/15	07/17/15	07/22/15	Fax edits to PR		07/29/15 N
07/18/15	07/31/15	08/05/15		08/12/15	
08/01/15	08/14/15	08/19/15		08/26/15	

No Adj Employees must use KRONOS for all punches/submit edits for absences promptly

N No deductions for staff working year around

DD Insurance double deductions for 938/939 employees

*** Small payment for most 938/939 employees due to holiday break

Replacement checks have a waiting period of (3) Three Banking days. To avoid delay, employees may elect Direct deposit and should validate address information. During the year full-time employee checks are sent to the Departments - Transportation, Child Nutrition and B&G. During holidays, closed administration and summer, checks will be mailed. Checks are mailed for all employees that are out on extended leave.

Address changes require a new completed W4 and must be submitted to P/R by the applicable due date referenced above.

It is the policy of Edinburg CISD not to discriminate on the basis of sex, age, handicap, religion, race, color, or national origin in its educational programs. Es la política del Distrito Escolar de Edinburg el no discriminar por razones basadas en sexo, edad, raza, religión, color, o origen nacional, ni por incapacidad dentro de sus programas educacionales.