



**EDINBURG CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
PAYROLL DEPARTMENT
411 N. 8TH AVE.
EDINBURG, TX 78541**

FAX: (956) 386-0422 OR (956) 385-3349

BIWEEKLY 2017-2018 EDINBURG CISD PAY DATE SCHEDULE

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

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

N No insurance deductions are processed ONLY FOR 938 AND 939

DD Insurance double deductions for 938/939 employees

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

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During the year, full-time employee payments are sent to the Departments -Transportation, Child Nutrition and B&G

During holidays, closed administration and summer, payments will be mailed to employee's address on file.

Payments 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.

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 poliza del Distrito Escolar de Edinburg el no discriminar por razones basadas en sexo, edad, raza, religion, color, origen nacional, ni por incapacidad dentro de sus programas educacionales.