

HPISD 2018-2019 Monthly Pay Periods

Below are the deadlines for changes to pay records and submission of supplemental pay for supplemental work and/or temporary work. Supplemental pay, substitute pay, and temporary (PST) pay are all paid the month following the work performed.

Pay Period	Supplemental Pay Approval Deadline	Pay Record Input Deadline	Pay Date	Primary Payroll Includes			Supplemental - Temp Payroll Includes	
				Beginning Date	Ending Date	# of Days	Beginning Date	Ending Date
1	Tue 9/4	Fri 9/7	9/20/2018	9/1	9/30	19	8/1	8/31
2	Tue 10/2	Thu 10/4	10/19/2018	10/1	10/31	23	9/1	9/30
3	Tue 11/6	Tue 11/6	11/20/2018	11/1	11/30	19	10/1	10/31
4	Tue 12/4	Wed 12/5	12/20/2018	12/1	12/31	16	11/1	11/30
5	Tue 1/8	Wed 1/9	1/18/2019	1/1	1/31	18	12/1	12/31
6	Tue 2/5	Wed 2/6	2/20/2019	2/1	2/28	20	1/1	1/31
7	Tue 3/5	Wed 3/6	3/20/2019	3/1	3/31	16	2/1	2/28
8	Tue 4/2	Fri 4/5	4/19/2019	4/1	4/30	22	3/1	3/31
9	Fri 5/3*	Mon 5/6	5/20/2019	5/1	5/31	22	4/1	4/30
10	Tue 6/4	Thu 6/6	6/20/2019	6/1	6/30	20	5/1	5/31
11	Tue 7/2	Fri 7/5	7/19/2019	7/1	7/31	21	6/1	6/30
12	Tue 8/6	Wed 8/7	8/20/2019	8/1	8/31	23	7/1	7/31
	Tue 8/6	Wed 8/7	9/20/2019				8/1*	8/31*
							*Paid from prev year budget and funds	