



# Fiscal Calendar

## START

### July 1st (Summer Session)

Summer Session

- \*Payroll Schedule is reset.
- \*Total pay periods = 4. Summer Session concludes August 30th (only for those teaching lessons over the summer).  
- *Sample Pay schedule from Summer 2017:*  
7/21, 8/4, 8/18, 9/1.
- \*Deadline for reporting summer hours is August 15th.

### September 1st (Academic Year - Fall)

Academic Year

- \*Payroll Schedule is reset.
- \*Total pay periods = 21. Concludes June 30th (for those teaching lessons or classes during the academic year).  
- *Sample Pay Schedule from 2016-17:*  
9/30/16 thru 7/7/17.
- \*Deadline for submitting initial academic year hours is September 15th.

### January 1st (Academic Year - Spring)

- \* Payroll schedule continues.
- \*Approximately 7 pay periods have concluded, 14 remain.
- \*Deadline for submitting changes to academic year hours is June 15th.

### June 1st (Flex Session)

Flex Session

- \*Make up lessons from academic year must conclude before the start of the new fiscal year.
- \*Teachers may begin teaching summer lessons in June, but additional hours must be reported no later than June 15th to be paid by the end of the fiscal year. Otherwise, hours will be added to Summer Session Payroll Schedule.
- \* Fiscal Year officially concludes June 30th.

## FINISH

*Note: With the exception of the Fiscal Start and Finish, exact dates may fluxuate (1-3 days) depending on alignment of Fiscal Year and Calendar Year.*