

**Trinity Basin Preparatory
Payroll Schedule
2022-2023 School Year**

SEMI-MONTHLY (NON-EXEMPT)				
189/209	223/233	ENROLLMENT PERIOD SUBSTITUTES/STRAIGHT TIME/OVERTIME	TIME SHEETS * DUE TO PAYROLL BY 12PM*	PAY DATE
Salary: # Remaining Checks				
24		AUG 3 - AUG 12	AUG 15	AUG 26
23	24	AUG 13/SEP 1 - SEP 2	SEP 5	SEP 15
22	23	SEP 3 - SEP 16	SEP 19	SEP 28
21	22	SEP 17 - SEP30	OCT 3	OCT 14
20	21	OCT 1 - OCT 14	OCT 17	OCT 28
19	20	OCT 15 - OCT 28	OCT 31	NOV 15
18	19	OCT 29 - NOV 11	NOV 14	NOV 28
17	18	NOV 12 - NOV 25	NOV 28	DEC 15
16	17	NOV 26 - DEC 09	DEC 12	DEC 23
15	16	DEC 10 - DEC 23	JAN 2	JAN 13
14	15	DEC 24 - JAN 13	JAN 16	JAN 27
13	14	JAN 14 - JAN 27	JAN 30	FEB 15
12	13	JAN 28 - FEB 10	FEB 13	FEB 28
11	12	FEB 11 - FEB 24	FEB 27	MAR 15
10	11	FEB 25 - MAR 10	MAR 10 END OF DAY	MAR 28
9	10	MAR 11 - MAR 31	APR 3	APR 14
8	9	APR 1 - APR 14	APR 17	APR 28
7	8	APR 15 - APR 28	MAY 01	MAY 15
6	7	APR 29 - MAY 12	MAY 15	MAY 26
5	6	MAY 13 - MAY 26	MAY 29	JUN 15
4	5	MAY 27 - JUN 09	JUN 12	JUN 28
3	4	JUN 10 - JUN 30	JUN 23 END OF DAY	JUL 14
2	3	JUL 01 - JUL 14	JUL 17	JUL 28
1	2	JUL 15 - JUL 28	JUL 31	AUG 15
	1	JUL 29 - AUG 13	AUG 14	AUG 28

Extra Duty worked here

Paid here

ALL time sheets must be submitted in order to be paid.