

**CLAIBORNE PARISH SCHOOL BOARD**

**2012-2013**

**PAY DAY-REPORTS DUE DATES  
FOR  
SUB REPORTS - EXTRA DUTY/TIME SHEETS - STIPENDS**

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<u>PAY DAY</u>	<u>REPORTS DUE DATES</u>
July 27, 2012.....	July 18, 2012
August 31, 2012.....	August 22, 2012
September 28, 2012 ..... (Labor Day Sept.3).....	September 19, 2012
October 26, 2012.....(Fall Break Oct. 8-9).....	October 17, 2012
November 16, 2012.....(Thanksgiving Nov. 19-23).....	November 7, 2012
December 7, 2012.....	13 <sup>th</sup> Check
December 21, 2012.....(Christmas Dec. 24-Jan. 4).....	December 12, 2012
January 25, 2013.....(MLK-Day Jan. 21).....	January 16, 2013
February 22, 2013..... (President’s Day Feb. 18).....	February 13, 2013
March 22, 2013.....(Spring Break–March 25-29).....	March 13, 2013
April 26, 2013.....(Easter Break - April 1).....	April 17, 2013
May 10, 2013.....	14 <sup>th</sup> Check
May 31, 2013.....	May 22, 2013
June 28, 2013.....	June 19, 2013
July 26, 2013.....	July 17, 2013
August 30, 2013.....	August 21, 2013

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**PAYROLL CHECKS WILL BE ISSUED ON THE LAST FRIDAY OF EACH MONTH**  
**\*We strongly encourage Direct Deposit. If interested, please contact H.R.Department.**