



**Jefferson Union High School District**  
 ADMINISTRATIVE OFFICES – SERRAMONTE DEL REY  
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**Board of Trustees**  
 Andrew Lie  
 Carla Ng-Garrett  
 Nick Occhipinti  
 Kalimah Salahuddin  
 Rose Tejada

Toni Presta  
 Superintendent

## PAYROLL DATES FOR 2022-2023

<b>MONTH</b>	<b>TIMESHEETS SUBMITTED TO SUPERVISOR BY*</b>	<b>MUST BE RECEIVED AT DISTRICT OFFICE BY:</b>	<b>PAYROLL DATE</b>
<b>JULY</b>	7/1/2022	7/7/2022	7/29/2022
<b>AUGUST</b>	8/3/2022	8/5/2022	8/31/2022
<b>SEPTEMBER</b>	9/2/2022	9/6/2022	9/30/2022
<b>OCTOBER</b>	10/3/2022	10/6/2022	10/31/2022
<b>NOVEMBER</b>	11/2/2022	11/4/2022	11/30/2022
<b>DECEMBER</b>	12/1/2022	12/5/2022	12/16/2022
<b>JANUARY</b>	1/4/2023	1/6/2023	1/31/2023
<b>FEBRUARY</b>	2/2/2023	2/6/2023	2/28/2023
<b>MARCH</b>	3/2/2023	3/7/2023	3/31/2023
<b>APRIL</b>	4/3/2023	4/6/2023	4/28/2023
<b>MAY</b>	5/2/2023	5/5/2023	5/31/2023
<b>JUNE –SUMMER WITHHOLD</b>	N/A	N/A	6/16/2023
<b>JUNE –REGULAR</b>	6/2/2023	6/7/2023	6/30/2023

**\*Timesheets received after this date will be paid in the following month.**

**NOTE: Timesheets must be submitted monthly. The District is charged fees by STRS & PERS for timesheets that are more than one month old.**