



**PERRIS UNION HIGH SCHOOL DISTRICT
2021-22 CERTIFICATED AND CLASSIFIED
SUBSTITUTE PAYROLL SCHEDULE**

PAYROLL #	START DATE	END DATE	TIMECARDS DUE	PAY DATE
1A	7/01/2021	7/08/2021	7/09/2021	7/20/2021
2A	7/09/2021	8/06/2021	8/09/2021	8/20/2021
3A	8/09/2021	9/03/2021	9/07/2021	9/20/2021
4A	9/06/2021	10/04/2021	10/05/2021	10/20/2021
5A	10/05/2021	11/04/2021	11/05/2021	11/19/2021
6A	11/05/2021	12/02/2021	12/03/2021	12/20/2021
7A	12/03/2021	1/06/2022	1/07/2022	1/20/2022
8A	1/07/2022	2/04/2022	2/07/2022	2/18/2022
9A	2/07/2022	3/04/2022	3/07/2022	3/18/2022
10A	3/07/2022	4/07/2022	4/08/2022	4/20/2022
11A	4/08/2022	5/06/2022	5/09/2022	5/20/2022
12A	5/09/2022	6/09/2022	6/10/2022	6/20/2022

Signed and completed timecards are to be turned in and timestamped in the Payroll Office by 4:30 PM on the day specified on the above schedule. Timecards received after this date are subject to being processed the following month.

Timecards are to reflect only the current pay period. Do not carry over time worked or accumulated from one pay period to the next.

All payroll warrants will be mailed to the employee's address of record, until further notice.

PLEASE NOTE: Direct Deposit is available as an option to all employees.

Payroll contact information: Liu Yeung (**Alphabet A - L**) 951.943.6369 Ext. 80217
 Audrey Parada (**Alphabet M - Z**) 951.943.6369 Ext. 80221

REVISED: 6/30/21