



Community Unit School District 200 2019 - 2020 Payroll Schedule

Timesheet Pay Period	Timesheets Due to Payroll Dept	Pay Day
Please note that the first pay of June 2020 has been updated to 06/10/20 (it will no longer be 06/03/20)		07/10/19
		07/25/19
07/01/19 through 07/15/19	07/25/19	08/09/19
07/16/19 through 07/31/19	08/09/19	08/23/19
08/01/19 through 08/15/19	08/23/19	09/10/19
08/16/19 through 08/31/19	09/10/19	09/25/19
09/01/19 through 09/15/19	09/25/19	10/10/19
09/16/19 through 09/30/19	10/10/19	10/25/19
10/01/19 through 10/15/19	10/25/19	11/07/19
10/16/19 through 10/31/19	11/07/19	11/22/19
11/01/19 through 11/15/19	11/22/19	12/10/19
11/16/19 through 11/30/19	12/05/19*	12/20/19
12/01/19 through 12/15/19	12/20/19	01/10/20
12/16/19 through 12/31/19	01/10/20	01/24/20
01/01/20 through 01/15/20	01/24/20	02/10/20
01/16/20 through 01/31/20	02/10/20	02/25/20
02/01/20 through 02/15/20	02/25/20	03/10/20
02/16/20 through 02/29/20	03/10/20	03/25/20
03/01/20 through 03/15/20	03/25/20	04/09/20
03/16/20 through 03/31/20	04/09/20	04/24/20
04/01/20 through 04/15/20	04/24/20	05/08/20
04/16/20 through 04/30/20	05/08/20	05/22/20
05/01/20 through 05/15/20	05/22/20	06/10/20
05/16/20 through 05/31/20	06/10/20	06/25/20
06/01/20 through 06/15/20	06/25/20	07/10/20
06/16/20 through 06/30/20	07/10/20	07/24/20

Please review all timesheets for accuracy and ensure that proper signatures and account numbers are included before submitting to Payroll. Promptly submit all timesheets by the due dates listed above. **Timesheets for hourly work must BE SUBMITTED NO LATER than NINETY (90) days of work performed.**

June timesheets for all 10-month employees should be processed immediately to assist in final payouts

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