



Paydays and Time Sheets 2017 - 2018

Pay Period	Payday	Time Sheet / Claim Form Due Date
6/16/17 - 7/15/17	July 31, 2017	July 17, 2017
7/16/17 - 8/15/17	August 31, 2017	August 16, 2017
8/16/17 - 9/15/17	September 29, 2017	September 18, 2017
9/16/17 - 10/15/17	October 31, 2017	October 16, 2017
10/16/17 - 11/15/17	November 30, 2017	November 16, 2017
11/16/17 - 12/15/17	December 22, 2017	December 15, 2017
12/16/17 - 1/15/18	January 31, 2018	January 16, 2018
1/16/18 - 2/15/18	February 28, 2018	February 16, 2018
2/16/18 - 3/15/18	March 30, 2018	March 16, 2018
3/16/18 - 4/15/18	April 30, 2018	April 16, 2018
4/16/18 - 5/15/18	May 25, 2018	May 16, 2018
5/16/18 - 6/15/18	June 29, 2018	June 15, 2018

- Time sheets should be turned into the school secretary or district office before 2:00 P.M. on the specified due date to ensure on time payment.
- Payroll periods are from the 16th of the previous month to the 15th of the payment month.
- All payroll is conducted through direct deposit. Changes to direct deposit information should be submitted to the district office by the time sheet due date to ensure the change on payroll.

Contact Koby Willis at the district office with questions regarding payments and time sheets
 Office: (435) 577-2912 Ext: 1202 - E-mail: koby.willis@piutek12.org



Coach & Advisor Paydays 2017 - 2018

Payday	Coach or Advisor Stipend
September 29, 2017	Half payment Baseball, Volleyball, Cross Country
October 31, 2017	Half payment Baseball, Volleyball, Cross Country
November 30, 2017	Half payment Drill Team/Cheer
December 22, 2017	Half payment Boys Basketball, Girls Basketball, Wrestling, Speech & Debate, Athletic Director, FFA, FCCLA, FBLA, Yearbook, and Pep Band
February 28, 2018	Half payment Boys Basketball, Girls Basketball, Wrestling, Drill Team/Cheer, Pep Band
March 30, 2018	Half payment High School Musical
April 30, 2018	Half payment Golf, Track, Softball, High School Musical
May 25, 2018	Half Payment Golf, Track, Athletic Director, Softball, FFA, FBLA, FCCLA, Yearbook, Speech & Debate

- Coaches and advisors should notify the district office prior to the first payment if there has been a change in assistant coaches, a change in the division of the stipends, or any other change in payments.
- This payment schedule may be adjusted with changes in activity schedules or other conflicts.

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