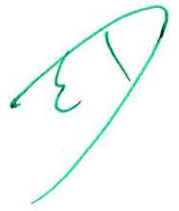


2018-2019 Payroll Schedule



All Certified and Non-Certified Staff

Pay Dates

July 13	Staff Absences & Time Sheets due to Admin by July 9
August 15	Staff Absences & Time Sheets due to Admin by August 9
September 14	Staff Absences & Time Sheets due to Admin by September 10
October 15	Staff Absences & Time Sheets due to Admin by October 9
November 15	Staff Absences & Time Sheets due to Admin by November 8
December 14	Staff Absences & Time Sheets due to Admin by December 10
January 15	Staff Absences & Time Sheets due to Admin by January 9
February 15	Staff Absences & Time Sheets due to Admin by February 11
March 15	Staff Absences & Time Sheets due to Admin by March 11
April 15	Staff Absences & Time Sheets due to Admin by April 9
May 15	Staff Absences & Time Sheets due to Admin by May 9
June 14	Staff Absences & Time Sheets due to Admin by June 10

Staff Absences and Time Sheets are due by 12:00 noon in the payroll office at the Administration Building on the due dates above. Staff Absences and Time Sheets received after 12:00 noon will be processed on the next month's payroll date. Your check will be deposited in your bank account on the payroll dates above via direct deposit.

HUGO PUBLIC SCHOOLS

July 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

October 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

January 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

April 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

HUGO PUBLIC SCHOOLS

Engaging Students in Meaningful Learning Every Day

STUDENTS REPORT FOR CLASS
August 6, 2018

LAST DAY OF SCHOOL
May 23, 2019

FIRST SEMESTER

Aug. 1 to Dec. 18, 2018

SECOND SEMESTER

Jan. 2 to May 23, 2019

1st Quarter Aug. 1 — Oct. 4
2nd Quarter Oct. 8 — Dec. 18
3rd Quarter Jan. 2 — Mar. 7
4th Quarter Mar. 11 — May 23

BACCALAUREATE

May 12, 2019

HIGH SCHOOL GRADUATION

May 18, 2019

HOLIDAYS (NO SCHOOL)

Sept. 3 — Labor Day
October 18 & 19 — Fall Break
Nov. 19–23 — Thanksgiving
Dec. 19–Jan. 1 Christmas
(Students return Jan. 7, 2019)
(Jan. 2 & 3 — Prof. Dev.)

Jan. 21 — MLK Day
Mar. 18–22 — Spring Break
May 27 — Memorial Day
(School Offices Closed)

**PARENT TEACHER
CONFERENCE DAYS**

3:30 p.m. to 6:30 p.m.
Sept. 11 & 13, 2018
Feb. 5 & 7, 2019

**PROFESSIONAL
DEVELOPMENT DAYS**

August 1, 2, & 3, 2018
January 2 & 3, 2019

STAFF IN-SERVICE DAYS

Aug. 31, 2018
Sept. 28, 2018
Oct. 26, 2018
Nov. 30, 2018
Feb. 1, 2019
Mar. 1, 2019
April 5, 2019
May 3, 2019

Green - School Days
Red - Holidays
Purple - PTC Days
Blue - Prof. Dev.

Approved by the
Board of Education
on January 8, 2018