

Newport News Public Schools
Biweekly Pay Periods, Timecard Deadlines and Pay Dates
2020 - 2021 School Year

PAY PERIOD

TIMECARD DEADLINE
Due by 10 am on Date Listed

PAY DATE

Jun	20	-	Jul	3	2020	***Thurs	Jul	2	Jul	10	2020
Jul	4	-	Jul	17	2020	***Thurs	Jul	16	Jul	24	2020
Jul	18	-	Jul	31	2020	***Thurs	Jul	30	Aug	7	2020
Aug	1	-	Aug	14	2020	***Thurs	Aug	13	Aug	21	2020
Aug	15	-	Aug	28	2020	Fri	Aug	28	Sept	4	2020
Aug	29	-	Sept	11	2020	Fri	Sept	11	Sept	18	2020
Sept	12	-	Sept	25	2020	Fri	Sept	25	Oct	2	2020
Sept	26	-	Oct	9	2020	Fri	Oct	9	Oct	16	2020
Oct	10	-	Oct	23	2020	Fri	Oct	23	Oct	30	2020
Oct	24	-	Nov	6	2020	Fri	Nov	6	Nov	13	2020
Nov	7	-	Nov	20	2020	***Tue	Nov	17	Nov	27	2020
Nov	21	-	Dec	4	2020	Fri	Dec	4	Dec	11	2020
Dec	5	-	Dec	18	2020	***Thurs	Dec	17	Dec	24	2020
Dec	19	-	Jan	1	2021	***Mon	Jan	4	Jan	8	2021
Jan	2	-	Jan	15	2021	Fri	Jan	15	Jan	22	2021
Jan	16	-	Jan	29	2021	Fri	Jan	29	Feb	5	2021
Jan	30	-	Feb	12	2021	Fri	Feb	12	Feb	19	2021
Feb	13	-	Feb	26	2021	Fri	Feb	26	Mar	5	2021
Feb	27	-	Mar	12	2021	Fri	Mar	12	Mar	19	2021
Mar	13	-	Mar	26	2021	Fri	Mar	26	Apr	2	2021
Mar	27	-	Apr	9	2021	***Fri	Apr	2	Apr	16	2021
Apr	10	-	Apr	23	2021	Fri	Apr	23	Apr	30	2021
Apr	24	-	May	7	2021	Fri	May	7	May	14	2021
May	8	-	May	21	2021	Fri	May	21	May	28	2021
May	22	-	Jun	4	2021	Fri	Jun	4	Jun	11	2021
Jun	5	-	Jun	18	2021	Fri	Jun	18	Jun	25	2021
Jun	19	-	Jul	2	2021	***Thurs	Jul	1	Jul	9	2021

Specific Instructions:

1. All timecards and memos submitted must be signed and show the employee's name, employee ID number, school or location submitting the information, hours worked, pay period dates and position in school system, if applicable.
2. Timecards lacking all of the necessary information will be returned for completion and could cause delay in pay.

The dates shown are subject to change due to unforeseen circumstances. All efforts will be take to notify all employees if that action is necessary.

*** Changed from normal schedule