

**RANDOLPH FIELD INDEPENDENT SCHOOL DISTRICT
P.O. BOX 2217
UNIVERSAL CITY, TEXAS 78148**

**MONTHLY PAY DAY SCHEDULE FOR THE
2009-2010 SCHOOL YEAR**

THE PAY DAYS FOR THE 2009-2010 SCHOOL YEAR WILL BE AS LISTED FOR ALL MONTHLY PAID EMPLOYEES. The number of days between each pay date has been distributed as evenly as possible. Supplemental pay will be paid according to the following schedule. Requests for supplemental pay are due the first business day following the pay period end date. This schedule is also used for the purpose of recording "Leave Used".

Pay Date	Pay Period Begin Date:	Pay Period End Date:
JUNE 25, 2009	May 10, 2009	June 13, 2009
JULY 24, 2009	June 14, 2009	July 11, 2009
AUGUST 25, 2009	July 12, 2009	August 15, 2009
SEPTEMBER 25, 2009	August 16, 2009	September 12, 2009
OCTOBER 23, 2009	September 13, 2009	October 10, 2009
NOVEMBER 25, 2009	October 11, 2009	November 7, 2009
DECEMBER 18, 2009	November 8, 2009	December 12, 2009
JANUARY 22, 2010	December 13, 2009	January 9, 2010
FEBRUARY 25, 2010	January 10, 2010	February 6, 2010
MARCH 25, 2010	February 7, 2010	March 6, 2010
APRIL 23, 2010	March 7, 2010	April 10, 2010
MAY 25, 2010	April 11, 2010	May 8, 2010
JUNE 25, 2010	May 9, 2010	June 12, 2010
JULY 23, 2010	June 13, 2010	July 10, 2010
AUGUST 25, 2010	July 11, 2010	August 14, 2010

NOTE: Any Direct Deposit changes must be submitted at least two weeks prior to the actual pay date.

Always keep the payroll department informed of your current mailing address!