



DeSoto Independent School District

Office of the Superintendent

2019 -2020

MONTHLY (Exempt) PAYROLL SCHEDULE

Exempt employees will be paid via direct deposit on the 26th of each month, unless otherwise noted below.

All **EXCEPTIONS (E)** to include absences, function timecards, extra duty and supplemental pay must be verified and approved in TEAMS by the **Time & Attendance Date**. Any late approvals will be processed the following pay period.

Exception Period	Pay Period Start	Pay Period End	Time & Attendance	Payroll Due Date	Check Date
	9/1/2019	9/30/2019	8/31/2019	9/4/2019	9/26/2019
E	8/4/2019	8/31/2019			
	10/1/2019	10/31/2019	9/30/2019	10/2/2019	10/25/2019
E	9/1/2019	10/5/2019			
	11/1/2019	11/30/2019	10/31/2019	11/6/2019	11/26/2019
E	10/6/2019	11/2/2019			
	12/1/2019	12/31/2019	11/30/2019	12/4/2019	12/20/2019
E	11/3/2019	12/7/2019			
	1/1/2020	1/31/2020	12/31/2019	1/1/2020	1/24/2020
E	12/8/2019	1/4/2020			
	2/1/2020	2/29/2020	1/31/2020	2/5/2020	2/26/2020
E	1/5/2020	2/1/2020			
	3/1/2020	3/31/2020	2/29/2020	3/4/2020	3/26/2020
E	2/3/2020	3/7/2020			
	4/1/2020	4/30/2020	3/31/2020	4/1/2020	4/24/2020
E	3/8/2020	4/4/2020			
	5/1/2020	5/31/2020	4/30/2020	5/6/2020	5/26/2020
E	4/5/2020	5/2/2020			
	6/1/2020	6/30/2020	5/31/2020	6/3/2020	6/26/2020
E	5/3/2020	6/6/2020			
	7/1/2020	7/31/2020	6/30/2020	7/1/2020	7/24/2020
E	6/7/2020	7/4/2020			
	8/1/2020	8/31/2020	7/31/2020	8/5/2020	8/26/2020
E	7/5/2020	8/1/2020			

**** These dates are subject to change due to holidays, district closures, etc. ****

The mission of DeSoto ISD is to prepare each student academically and socially to be a problem solver and productive citizen for a 21st century global society.