

**SHELBY COUNTY SCHOOLS PAY SCHEDULE 2016-17  
12 MONTH HOURLY (Scheduled Work Year 07/01/16 - 06/30/17)**

**Central Office Support Staff, Maintenance, Warehouse, Custodial/Grounds, Raineswood Residential Training  
Center Assistants, CNC Operations(central kitchen & warehouse), Mobile Security Officers, Prep School Support & Financial Secretaries**

**For APECS use only**

Timesheet Pay Period	Calendar Pay Period	TIMESHEET ATTENDANCE		WORK DAYS	PAID HOLIDAYS	TOTAL	APPROVAL DEADLINE	PAY DAY
		& PAYROLL Calendar Days	PERIODS Days in Pay Period					
1	1	7/1/2016	7/8/2016	5.00	1.00	6.00	07/07/16	07/15/16
2	2	7/9/2016	7/22/2016	10.00		10.00	07/21/16	07/29/16
3	3	7/23/2016	8/5/2016	10.00		10.00	08/04/16	08/12/16
4	4	8/6/2016	8/19/2016	10.00		10.00	08/18/16	08/26/16
5	5	8/20/2016	9/2/2016	10.00		10.00	09/01/16	09/09/16
6	6	9/3/2016	9/16/2016	9.00	1.00	10.00	09/15/16	09/23/16
7	7	9/17/2016	9/30/2016	10.00		10.00	09/29/16	10/07/16
8	8	10/1/2016	10/14/2016	10.00		10.00	10/13/16	10/21/16
9	9	10/15/2016	10/28/2016	10.00		10.00	10/27/16	11/04/16
10	10	10/29/2016	11/11/2016	9.00	1.00	10.00	11/10/16	11/18/16
11	11	11/12/2016	11/25/2016	8.00	2.00	10.00	11/21/16	12/02/16
12	12	11/26/2016	12/9/2016	10.00		10.00	12/08/16	12/16/16
13	13	12/10/2016	12/23/2016	9.00	1.00	10.00	12/19/16	12/31/15
14	14	12/24/2016	1/6/2017	4.00	6.00	10.00	01/05/17	01/13/17
15	15	1/7/2017	1/20/2017	9.00	1.00	10.00	01/19/17	01/27/17
16	16	1/21/2017	2/3/2017	10.00		10.00	02/02/17	02/10/17
17	17	2/4/2017	2/17/2017	10.00		10.00	02/16/17	02/24/17
18	18	2/18/2017	3/3/2017	10.00		10.00	03/02/17	03/10/17
19	19	3/4/2017	3/17/2017	8.00	2.00	10.00	03/16/17	03/24/17
20	20	3/18/2017	3/31/2017	10.00		10.00	03/30/17	04/07/17
21	21	4/1/2017	4/14/2017	9.00	1.00	10.00	04/13/17	04/21/17
22	22	4/15/2017	4/28/2017	10.00		10.00	04/27/17	05/05/17
23	23	4/29/2017	5/12/2017	10.00		10.00	05/11/17	05/19/17
24	24	5/13/2017	5/26/2017	10.00		10.00	05/25/17	06/02/17
25	25	5/27/2017	6/9/2017	9.00	1.00	10.00	06/08/17	06/16/17
26	26	6/10/2017	6/23/2017	10.00		10.00	06/22/17	06/30/17
27	27	6/24/2017	6/30/2017	5.00		5.00	07/06/17	07/14/17
				244.00	17.00	261.00		

**Timesheets must be approved by department heads/school principals by noon unless otherwise instructed.**

**Paid Holidays -- Employees must be in active pay status the day preceding and the day following the holiday (per Board policy and your job class) in order to receive holiday pay.**

**HOLIDAYS / VACATION**

Independence Day	July 4, 2016	1
Labor Day	September 5, 2016	1
Veterans Day	November 11, 2016	1
Thanksgiving	November 24-25, 2016	2
Winter Break	Dec 23, 2016 - January 2, 2017	7
Martin Luther King Day	January 16, 2017	1
Spring Break	March 16-17, 2017	2
Good Friday	April 14, 2017	1
Memorial Day	May 29, 2017	1
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Total Holidays 17