

2020 CCSD PAYROLL CALENDAR

FIRE ONLY		FIRE ONLY		Biweekly	PERS	Biweekly	Revised 09/9/20	
FLSA work cycle	FLSA work cycle	Pay Per Beg date	pay per beg on	Pay Per End date	Paycheck Date	Standard Holidays (HP) Observed On:		
Beg date	End date	Begins Fri p.m.	Saturday	Ends Fri a.m.	Date			
11/30	12/23	12/20	12/21	01/03/2020	01/10/2020	1/1 New Year's Day		
12/24	01/16	01/03	01/04	01/17	01/24/2020			
		01/17	01/18	01/31	02/07/2020	1/20 MLK Day		
01/17	02/09	01/31	02/01	02/14	02/21/2020			
		02/14	02/15	02/28	03/06/2020	02/17 Presidents' Day		
02/10	03/04	02/28	03/01	03/13	03/20/2020			
		03/13	03/14	03/27	04/03/2020			
03/05	03/28	03/27	03/28	04/10	04/17/2020			
03/29	04/21	04/10	04/11	04/24	05/01/2020			
		04/24	04/25	05/08	05/15/2020			
04/22	05/15	05/08	05/09	05/22	05/29/2020			
		05/22	05/23	06/05	06/12/2020	5/25 Memorial Day		
05/16	06/08	06/05	06/06	06/19	06/26/2020			
06/09	07/02	06/19	06/20	07/03	07/10/2020	7/3 Independence Day		
		07/03	07/04	07/17	07/24/2020			
07/03	07/26	07/17	07/18	07/31	08/07/2020			
		07/31	08/01	08/14	08/21/2020			
07/27	08/19	08/14	08/15	08/28	09/04/2020			
		08/28	08/29	09/11	09/18/2020	9/7 Labor Day		
08/20	09/12	09/11	09/12	09/25	10/02/2020			
09/13	10/06	09/25	09/26	10/09	10/16/2020			
		10/09	10/10	10/23	10/30/2020	10/12 Columbus Day		
10/07	10/30	10/23	10/24	11/06	11/13/2020			
		11/06	11/07	11/20	11/25/2020	11/11 Veterans Day		
10/31	11/23	11/20	11/21	12/04	12/11/2020	11/26 Thanksgiving *11/27 - 8 hour Holiday		
11/24	12/17	12/04	12/05	12/18	12/24/2020			

Std Holidays: If a Std Holiday falls on your SDO, ALWAYS keep your SDO as normally scheduled on your time sheet.

Submit a PLF to your supervisor to request to move the Std Holiday to another day. Team A and Admin will need to do this for 11/27/20. *11/27 IS AN 8 HOUR STANDARD HOLIDAY. If you move your 8 hour Std Holiday to a regularly scheduled 9 hour day, use 1 hour from one of your other leave banks to cover the full 9 hours taken off. (i.e. Comp time, Float Holiday, Admin Leave)

Record "Standard Holiday" hours on the "HP" row on your timesheet.

Float Holidays: Hours are added to your Float Holiday Accrual bank on 7/1 each year. You may take Float Holiday time off at your discretion. Please fill out a PLF and use the "HT" row on your timesheet.

Fire Dept Only: FLSA OT checks will be issued per chart above. Ex: Work Cycle End 12/23/19 will be pd on 1/10/2020

