

RIVERSIDE SCHOOL DISTRICT NO.2



PAYROLL SCHEDULE 2026 – 2027 SCHOOL YEAR



<u>Pay Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Payroll Documents Due by 2:00 PM++</u>	<u>Pay Date</u>
1	7/1/2026	7/9/2026	7/9/2026	7/17/2026
2	7/10/2026	7/23/2026	7/23/2026	7/31/2026
3	7/24/2026	8/6/2026	8/6/2026	8/14/2026
4	8/7/2026	8/20/2026	8/20/2026	8/28/2026
5	8/21/2026	9/3/2026	9/3/2026	9/11/2026
6	9/4/2026	9/17/2026	9/17/2026	9/25/2026
*7	9/18/2026	10/1/2026	10/1/2026	10/9/2026
8	10/2/2026	10/15/2026	10/15/2026	10/23/2026
9	10/16/2026	10/29/2026	10/29/2026	11/6/2026
10	10/30/2026	11/12/2026	11/12/2026	11/20/2026
11	11/13/2026	11/26/2026	11/20/2026	12/4/2026
12	11/27/2026	12/10/2026	12/10/2026	12/18/2026
*13	12/11/2026	12/24/2026	12/18/2026	1/1/2027
14	12/25/2026	1/7/2027	1/7/2027	1/15/2027
15	1/8/2027	1/21/2027	1/21/2027	1/29/2027
16	1/22/2027	2/4/2027	2/4/2027	2/12/2027
17	2/5/2027	2/18/2027	2/18/2027	2/26/2027
*18	2/19/2027	3/4/2027	3/4/2027	3/12/2027
19	3/5/2027	3/18/2027	3/18/2027	3/26/2027
20	3/19/2027	4/1/2027	4/1/2027	4/9/2027
21	4/2/2027	4/15/2027	4/15/2027	4/23/2027
22	4/16/2027	4/29/2027	4/29/2027	5/7/2027
23	4/30/2027	5/13/2027	5/13/2027	5/21/2027
24	5/14/2027	5/27/2027	5/27/2027	6/4/2027
25	5/28/2027	6/10/2027	6/10/2027	6/18/2027
26	6/11/2027	6/24/2027	6/24/2027	7/2/2027
27	6/25/2027	6/30/2027	6/24/2027	7/2/2027

*** FALL, WINTER & SPRING BREAK – ALL LIVE CHECKS WILL BE MAILED USPS**

++All Payroll related documents are due per due date implicated by 2:00pm for processing. NO EXCEPTIONS! All Late Payroll related documents will be processed on the following pay period.

FINAL PAYCHECK(S): You elected 23 pays (Actual)/23 pays + lump sum, your last check will be issued on pay date in **RED**. For Front office staff, your last check will be issued on pay date in **BLUE**. You elected 26 pays (thru summer) this includes 12-Mo EE, your last check(s) will be issued on pay date in **PURPLE**.

Direct Deposit Paystubs will be emailed to employee with an active District email address. If you do not have a District email address set up, please contact the Technology Department. All LIVE pay checks are available for pick up by Administrator/Admin. Assistant/Department Supervisors at the Payroll office after 10:00 am on payday Fridays. All LIVE paychecks during holidays/breaks will be mailed via U.S Postal services to mailing address on file.