

DIOCESE OF BEAUMONT
 PAY SCHEDULE
 FISCAL YEAR 2019-2020

BI-WEEKLY SCHEDULE				MONTHLY SCHEDULE																																																																																													
Pay Period	Dates Covered	Time Sheet Due	Check Date	Pay Period	Dates Covered	Timesheets Due (Dates Covered)	Check Date																																																																																										
14	06-10-19 to 06-23-19	06-24-19	07-02-19																																																																																														
15	06-24-19 to 07-07-19	07-08-19	07-16-19	7	07-01-19 to 07-31-19	7-8-19 (6-10 to 7-7)	7/23/2019																																																																																										
16	07-08-19 to 07-21-19	07-22-19	07-30-19																																																																																														
17	07-22-19 to 08-04-19	08-05-19	08-13-19																																																																																														
18	08-05-19 to 08-18-19	08-19-19	08-27-19	8	08-01-19 to 08-31-19	8-19-19 (7-8 to 8-11)	8/27/2019																																																																																										
19	08-19-19 to 09-01-19	08-30-19	09-10-19																																																																																														
20	09-02-19 to 09-15-19	09-16-19	09-24-19	9	09-01-19 to 09-30-19	9-16-19 (8-12 o 9-15)	9/24/2019																																																																																										
21	09-16-19 to 09-29-19	09-30-19	10-08-19																																																																																														
22	09-30-19 to 10-13-19	10-14-19	10-22-19	10	10-01-19 to 10-31-19	10-14-19 (9-16 to 10-13)	10/22/2019																																																																																										
23	10-14-19 to 10-27-19	10-28-19	11-05-19																																																																																														
24	10-28-19 to 11-10-19	11-11-19	11-19-19	11	11-01-19 to 11-30-19	11-11-19 (10-14 to 11-10)	11/19/2019																																																																																										
25	11-11-19 to 11-24-19	11-22-19	12-03-19																																																																																														
26	11-25-19 to 12-08-19	12-09-19	12-17-19	12	12-01-19 to 12-31-19	12-9-19 (11-11 to 12-8)	12/17/2019																																																																																										
1	12-09-19 to 12-22-19	12-17-19	12-31-19																																																																																														
2	12-23-19 to 01-05-20	01-06-20	01-14-20	1	01-01-20 to 01-31-20	1-3-20 (12-9 to 1-12)	1/21/2020																																																																																										
3	01-06-20 to 01-19-20	01-17-20	01-28-20																																																																																														
4	01-20-20 to 02-02-20	02-03-20	02-11-20																																																																																														
5	02-03-20 to 02-16-20	02-17-20	02-25-20	2	02-01-20 to 02-29-20	2-17-20 (1-13 to 2-16)	2/25/2020																																																																																										
6	02-17-20 to 03-01-20	03-02-20	03-10-20																																																																																														
7	03-02-20 to 03-15-20	03-16-20	03-24-20	3	03-01-20 to 03-31-20	3-16-20 (2-17 to 3-15)	3/24/2020																																																																																										
8	03-16-20 to 03-29-20	03-30-20	04-07-20																																																																																														
9	03-30-20 to 04-12-20	04-09-20	04-21-20	4	04-01-20 to 04-30-20	4-13-20 (3-16 to 4-12)	4/21/2020																																																																																										
10	04-13-20 to 04-26-20	04-27-20	05-05-20																																																																																														
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13	05-25-20 to 06-07-20	06-08-20	06-16-20	6	06-02-20 to 06-30-20	6-8-20 (5-11 to 6-7)	6/16/2020																																																																																										
14	06-08-20 to 06-21-20	06-22-20	06-30-20																																																																																														
Bi-Weekly Exempt, Non-exempt, Substitutes				Monthly Priests, Contract Employees (ex. Teachers, Principals, Asst. Principals)																																																																																													
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ACCOUNTS PAYABLE SCHEDULE

Accounts Payable is processed every Thursday except for the following:

The week of	7/1/2019	Checks will be processed on Friday 7/05/19
The week of	9/2/2019	Checks will be processed on Friday 9/06/19
The week of	11/25/2019	Checks will NOT be processed
The week of	12/23/2019 and 12/30/2019	Checks will NOT be processed
The week of	1/20/2020	Checks will be processed on Friday 1/24/20
The week of	4/13/2020	Checks will be processed on Friday 4/17/20
The week of	5/25/2020	Checks will be processed on Friday 5/29/20

If the necessity arises for a change in any other check processing dates, the Accounting Office will notify all departments as soon as possible.