



2020-21 Payroll & Reimbursement Schedule

Month	Payroll Documents Due	Payroll Date	Reimbursement Documents Due	Reimbursement Date
June	Monday, June 1, 2020	Thursday, June 25, 2020	Wednesday, June 10, 2020	Thursday, June 18, 2020
July	Friday, July 3, 2020 <i>*Wed., July 15, 2020 for Summer School (July 1-10)</i>	Friday, July 24, 2020	Wednesday, July 8, 2020	Thursday, July 16, 2020
August	Friday, August 7, 2020 <i>*Friday, August 7, 2020 for Summer School (July 13-31)</i>	Tuesday, August 25, 2020	Wednesday, August 12, 2020	Thursday, August 20, 2020
September	Friday, September 4, 2020	Friday, September 25, 2020	Wednesday, September 9, 2020	Thursday, September 17, 2020
October	Friday, October 9, 2020	Friday, October 23, 2020	Wednesday, October 14, 2020	Thursday, October 22, 2020
November	Friday, November 6, 2020	Tuesday, November 24, 2020	Wednesday, November 11, 2020	Thursday, November 19, 2020
December	Friday, December 4, 2020	Tuesday, December 22, 2020	Wednesday, December 9, 2020	Thursday, December 17, 2020
January	Friday, January 8, 2021	Monday, January 25, 2021	Wednesday, January 13, 2021	Thursday, January 21, 2021
February	Friday, February 5, 2021	Thursday, February 25, 2021	Wednesday, February 10, 2021	Thursday, February 18, 2021
March	Monday, March 1, 2021	Thursday, March 25, 2021	Wednesday, March 3, 2021	Thursday, March 11, 2021
April	Friday, April 2, 2021	Friday, April 23, 2021	Wednesday, April 14, 2021	Thursday, April 22, 2021
May	Friday, May 7, 2021	Tuesday, May 25, 2021	Wednesday, May 12, 2021	Thursday, May 20, 2021
June	Friday, June 4, 2021 <i>*Wed., June 16, 2021 for Summer School (June 2-11)</i>	Friday, June 25, 2021	Wednesday, June 9, 2021	Thursday, June 17, 2021
July	Friday, July 2, 2021 <i>*Friday, July 9, 2021 for Summer School (June 14-July 2)</i>	Friday, July 23, 2021	Wednesday, July 14, 2021	Thursday, July 22, 2021
August	Friday, August 6, 2021	Wednesday, August 25, 2021	Wednesday, August 11, 2021	Thursday, August 19, 2021

**Designated summer school payroll dates*

Payroll Information

Monthly payroll in the form of direct deposit includes salary for all contracted/at-will employment, club payment, tutoring payment and event work (gate, scores table, custodial, etc.). Direct deposit stubs are available 24/7 by visiting Web Link at sbs.smithville.k12.mo.us.

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Reimbursement Information

Reimbursements are paid monthly in the form of a paper check for mileage, purchase of supplies (Pre-approval at building level needed and if purchase order is not used), expense for meals at workshop, conference, etc., vendor payment if purchase order is not used.

Contact:

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