



Payroll

Yolanda Clark, Associate
Director

Early Wage Payroll Due to Thanksgiving Holidays

- Time for wage period ending Friday, November 17, 2023 must be **submitted and approved by 11:59 p.m. on Sunday, November 19, 2023**
- Pay Date for payroll is **Wednesday, November 22, 2023**
- Retroactive Transaction still close on normal date. All retroactive transactions must be in by close of business tomorrow, **Wednesday, November 15, 2023**



Helpful Timekeeping Reports

- Time Not Submitted Timekeeper
- Time Not Approved Timekeeper
- Workers with No Time Entry Timekeeper