



Horry County Schools
 Payroll Department
 Ph-843-488-6727
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2011-12 Payroll Schedule

Rev. 11-1-11

Positive Pay Cutoff Subs Temps Extra Pay	Last Time & Labor Entry and Last SmartFind Verification (bookkeepers)	Last Approval (Principals/Department Managers)	Payroll Confirmation	Pay Date
06/30/11	07/05/11	07/06/11	07/07/11	07/14/11
07/18/11	07/19/11	07/20/11	07/21/11	07/28/11
08/03/11	08/04/11	08/09/11	08/10/11	08/15/11
08/22/11	08/23/11	08/24/11	08/25/11	08/31/11
09/06/11	09/07/11	09/08/11	09/09/11	09/15/11
09/21/11	09/22/11	09/23/11	09/26/11	09/30/11
10/05/11	10/06/11	10/07/11	10/10/11	10/14/11
10/20/11	10/21/11	10/24/11	10/25/11	10/31/11
11/04/11	11/07/11	11/08/11	11/09/11	11/15/11
11/17/11	11/18/11	11/21/11	11/22/11	11/30/11
12/06/11	12/07/11	12/08/11	12/09/11	12/15/11
12/14/11	12/15/11	12/16/11	12/19/11	12/30/11
01/04/12	01/05/12	01/06/12	01/09/12	01/13/12
01/20/12	01/23/12	01/24/12	01/25/12	01/31/12
02/06/12	02/07/12	02/08/12	02/09/12	02/15/12
02/20/12	02/21/12	02/22/12	02/23/12	02/29/12
03/06/12	03/07/12	03/08/12	03/09/12	03/15/12
03/21/12	03/22/12	03/23/12	03/26/12	03/30/12
04/02/12	04/03/12	04/04/12	04/05/12	04/16/12
04/19/12	04/20/12	04/23/12	04/24/12	04/30/12
05/04/12	05/07/12	05/08/12	05/09/12	05/15/12
05/21/12	05/22/12	05/23/12	05/24/12	05/31/12
06/05/12	06/06/12	06/07/12	06/08/12	06/14/12
06/19/12	06/20/12	06/21/12	06/22/12	06/28/12

-This schedule is used by school bookkeepers to enter additional time when necessary.

-Last Approval date is the cutoff to approve time for the pay date.

-Approvals done after the last approval date will be processed on the next pay day.

-Paychecks are mailed to the employee's home address.

Direct deposit notices are available online:

<http://odi.horrycountyschools.net>

You can view and print your direct deposit notifications from this website.

If you have trouble accessing this site, please call 488.6727 for assistance.