

Blount County Board of Education

2020-2021

Payroll Dates

<i>Employee Type</i>	<u>Contract Year</u>	<u>Start Date</u>	<u>End Date</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total Days</u>
High School Principal	July – June	July 1 st	June 30 th	23	21	21	21	17	16	20	19	20	20	20	22	240
12 Month Ag Teacher	July – June	July 1 st	June 30 th	23	21	21	21	17	16	20	19	20	20	20	22	240
Elementary Principal	Aug – July	July 13 th	June 25 th	15	21	21	21	15	14	19	19	18	20	20	19	222
Custodians	Aug – July	July 13 th	June 25 th	15	21	21	21	15	14	19	19	18	20	20	19	222
High & Middle Asst Prin.	Sept – Aug	July 20 th	June 11 th	10	21	21	21	15	14	19	19	18	20	20	9	207
High School Guidance	Sept – Aug	July 20 th	June 11 th	10	21	21	21	15	14	19	19	18	20	20	9	207
Director of Learning Ctr	Sept – Aug	July 20 th	June 11 th	10	21	21	21	15	14	19	19	18	20	20	9	207
Elementary Asst Principal	Sept – Aug	July 20 th	June 4 th	10	21	21	21	15	14	19	19	18	20	20	4	202
10 Month Teacher	Sept – Aug	July 20 th	June 4 th	10	21	21	21	15	14	19	19	18	20	20	4	202
Career Coach	Sept – Aug	July 20 th	June 4 th	10	21	21	21	15	14	19	19	18	20	20	4	202
School Bookkeepers	Sept – Aug	July 20 th	June 4 th	10	21	21	21	15	14	19	19	18	20	20	4	202
9 ½ Month Teacher	Sept – Aug	July 28 th	June 7 th	4	21	21	21	15	14	19	19	18	20	20	5	197
ISS	Sept – Aug	July 30 th	June 3 rd	2	21	21	21	15	14	18	19	18	20	20	3	192
9 Month Teacher	Sept – Aug	Aug 4 th	May 28 th	0	20	21	21	15	14	19	19	18	20	20	0	187
Elementary Counselors	Sept – Aug	Aug 4 th	May 28 th	0	20	21	21	15	14	19	19	18	20	20	0	187
Pre-K Auxillary Teachers	Sept – Aug	Aug 4 th	May 28 th	0	20	21	21	15	14	19	19	18	20	20	0	187
Lunchroom Managers	Sept – Aug	Jul 29 th	May 27 th	3	19	21	21	15	14	18	19	18	20	19	0	187
Lunchroom Workers	Sept – Aug	Jul 30 th	May 27 th	2	17	21	21	15	14	18	19	18	20	19	0	184
Bus Drivers	Sept – Aug	Aug 4 th	May 28 th	0	17	21	21	15	14	18	19	18	20	21	0	184
Aides	Sept – Aug	Aug 10 th	May 28 th	0	16	21	21	15	14	18	19	18	20	20	0	182
Bus Aides	Sept – Aug	Aug 10 th	May 27 th	0	16	21	21	15	14	18	19	18	20	20	0	182
School Nurses	Sept – Aug	Aug 7 th	May 27 th	0	17	21	21	15	14	18	19	18	20	19	0	182
Pay Date				31 st	31 st	30 th	30 th	30 th	31 st	29 th	26 th	31 st	30 th	28 th	30 th	
Payroll Due Date				10 th	10 th	11 th	9 th	10 th	8 th	12 th	9 th	9 th	9 th	11 th	8 th	

Principals are instructed to have all employees sign a form stating their reason for being absent from work and stating what type leave they wish to use for the absence. All absences of employees must be reported on payrolls and principals must retain records that show the exact date each employee was absent. These absence forms are subject to audit by the Central Office staff.

Service Reports for Stipends, Workshops and other extra activities are due in the Payroll Department **no later than the Tenth** of each month and payment will be included with the regular salary check.

Employee salaries are divided into twelve equal month payments. Employees are paid on the last working day of the month.