

# REPORTED TIME SCHEDULE

Please see the schedule of Reported Time Due Dates listed in the chart below. This schedule is intended to ensure we pay all our employees in the most timely way possible.

**Please be sure to post this schedule in an area of your school/building where all employees can view it at their convenience.**

All DSC Reported Time Entries must be approved online by 4:00 PM on the respective [Approval Due Date](#) in order to be paid on that next scheduled [Pay Day](#).

<a href="#">Approval Due Date</a>	<a href="#">Pay Day</a>	<a href="#">Dates Worked</a>
Tuesday, May 19, 2020	Friday, June 5, 2020	05/03/2020 - 05/16/2020
Tuesday, June 2, 2020	Friday, June 19, 2020	05/17/2020 - 05/30/2020
Tuesday, June 16, 2020	Thursday, July 2, 2020	05/31/2020 - 06/13/2020
Tuesday, June 30, 2020	Friday, July 17, 2020	06/14/2020 - 06/27/2020
Tuesday, July 14, 2020	Friday, July 31, 2020	06/28/2020 - 07/11/2020
Tuesday, July 28, 2020	Friday, August 14, 2020	07/12/2020 - 07/25/2020
Tuesday, August 11, 2020	Friday, August 28, 2020	07/26/2020 - 08/08/2020
Tuesday, August 25, 2020	Friday, September 11, 2020	08/09/2020 - 08/22/2020
Tuesday, September 8, 2020	Friday, September 25, 2020	08/23/2020 - 09/05/2020
Tuesday, September 22, 2020	Friday, October 9, 2020	09/06/2020 - 09/19/2020
Tuesday, October 6, 2020	Friday, October 23, 2020	09/20/2020 - 10/03/2020
Tuesday, October 20, 2020	Friday, November 6, 2020	10/04/2020 - 10/17/2020
Tuesday, November 3, 2020	Friday, November 20, 2020	10/18/2020 - 10/31/2020
Tuesday, November 17, 2020	Friday, December 4, 2020	11/01/2020 - 11/14/2020
Tuesday, December 1, 2020	Friday, December 18, 2020	11/15/2020 - 11/28/2020
Tuesday, December 15, 2020	Thursday, December 31, 2020	11/29/2020 - 12/12/2020

If you have entries in your approval queue please be sure to review and approve these entries according to this schedule. If you have any unexpected issues that require our immediate attention, please contact Deadra Bivens at [Deadra.Bivens@Christina.k12.de.us](mailto:Deadra.Bivens@Christina.k12.de.us) or call 552-2637.