

DUTCHESS BOCES

PAYROLL CALENDAR 2015-2016

July 10 (partial)	12 Month Staff
July 24	12 Month Staff & Summer School Staff
August 7	12 Month Staff & Summer School Staff
August 21	12 Month Staff & Summer School Staff
September 4	12 Month Staff
September 18	12 and 10 Month Staff
October 2	12 and 10 Month Staff
October 16	12 and 10 Month Staff
October 30	12 and 10 Month Staff
November 13	12 and 10 Month Staff
November 24 *Tuesday date*	12 and 10 Month Staff
December 11	12 and 10 Month Staff
December 22 *Tuesday date*	12 and 10 Month Staff
January 8	12 and 10 Month Staff
January 15 *Health Buyout Check*	Applicable Employees
January 22	12 and 10 Month Staff
February 5	12 and 10 Month Staff
February 19	12 and 10 Month Staff
March 4	12 and 10 Month Staff
March 18	12 and 10 Month Staff
April 1	12 and 10 Month Staff
April 15	12 and 10 Month Staff
April 29	12 and 10 Month Staff
May 13	12 and 10 Month Staff
May 26 *Thursday date*	12 and 10 Month Staff
June 10	12 and 10 Month Staff
June 15 *Health Buyout Check*	Applicable Employees
June 17	10 Month Staff
June 24	12 and 10 Month Staff
June 30 (balance of 15-16 contract)	12 Month Staff

Paycheck distribution dates are subject to change due to inclement weather. **If BOCES is closed due to an emergency or inclement weather, checks will be distributed the first business day following the original payday. Direct deposit into accounts will take place on scheduled dates above.** Direct deposit is available to all employees. The form is on the BOCES Website.

Please contact the Payroll Office for access to your **Wincap Web** account.

This will allow you to quickly view and easily print your payroll/attendance information.

Payroll Deductions are as follows:

- Mandatory deductions such as Federal/State Tax, Social Security, Medicare, garnishments and retirement contributions as well as ERS Loans and Arrears, are deducted from each bi-weekly contractual paycheck.
- Teacher/Assistant/Crisis/Aide/Nurse Dues (BFA) withheld November 13 thru June 24
- Administrator Dues (ASA) withheld October 2 thru April 29
- Support Staff Association Dues (SSA) withheld October 2 thru June 24
- United Way deductions withheld November 13 thru May 26
- Twice/month deductions: 403B, 457, Health, Dental, TRS Loans and Aflac (10 month ded only) withheld from the **first two common "12 and 10 Month Staff" paychecks. Due to the late start of 10 month staff in Sept, the October 2 check will withhold the second "Twice a month deductions" for September.** These deductions are not withheld from the 9/4, 4/29, 6/17 or 6/30 checks.

 **For the BOCES 10 month staff with the 26 payment plan, the following applies:**

A separate "multiple" check will be attached to the June 24th check for those who elect this plan.