

DUTCHESS BOCES

PAYROLL CALENDAR 2016-2017

July 8 (partial)		12 Month Staff
July 22		12 Month Staff
August 5		12 Month Staff
August 19		12 Month Staff
September 2		12 Month Staff
September 16		12 and 10 Month Staff
September 30		12 and 10 Month Staff
October 14		12 and 10 Month Staff
October 28		12 and 10 Month Staff
November 10	*Thursday date*	12 and 10 Month Staff
November 22	*Tuesday date*	12 and 10 Month Staff
December 9		12 and 10 Month Staff
December 23		12 and 10 Month Staff
January 6		12 and 10 Month Staff
January 13	*Health Buyout Check*	Applicable Employees
January 20		12 and 10 Month Staff
February 3		12 and 10 Month Staff
February 16	*Thursday date*	12 and 10 Month Staff
March 3		12 and 10 Month Staff
March 17		12 and 10 Month Staff
March 31		12 and 10 Month Staff
April 13	*Thursday date*	12 and 10 Month Staff
April 28		12 and 10 Month Staff
May 12		12 and 10 Month Staff
May 25	*Thursday date*	12 and 10 Month Staff
June 9		12 and 10 Month Staff
June 15	*Health Buyout Check*	Applicable Employees
June 16		10 Month Staff
June 23		12 and 10 Month Staff
June 30	(balance of 16-17 contract)	12 Month Staff

Paycheck distribution dates are subject to change (for those with cashable checks) 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 pay date. Direct deposit into accounts will take place on scheduled dates above.** Direct deposit is available to all employees.

The Direct Deposit form is on the BOCES Website.

Please contact the Payroll Office for access to your **WincapWeb** account. WincapWeb is a self-service program which allows employees to quickly view and print both payroll and attendance information.

Payroll Deduction schedule is as follows:

- Mandatory deductions such as Federal/State Tax, Fringe Taxes, Social Security, Medicare, garnishments and retirement contributions as well as ERS Loans and Arrears, are deducted from each bi-weekly contractual paycheck. The elective deduction, NYS529 is withheld on each paycheck.
- Teacher/Assistant/Crisis/Aide/Nurse/Interpreter Dues (BFA): withheld November 10 thru June 23
- Administrator Dues (ASA) withheld October 14 thru April 28
- Support Staff Association Dues (SSA) withheld October 14 thru June 23
- United Way deductions withheld November 10 thru May 25
- 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**. These deductions are not withheld from the 9/2, 3/31, 6/16 or 6/30 checks. TRS Loans are not withheld from summer 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 23th check for those who elect this plan.