



Ysleta Independent School District

9600 Sims Drive • El Paso, Texas 79925 • 915-434-0270

THE DISTRICT
ACCOUNTING & PAYROLL DEPARTMENT

Biweekly EmpCenter Approval Dates for 2019-2020 School Year

	Pay Period		Biweekly Approval Date Range			Pay Date
	Start	End	not before:	By 9 am on:		
BW2619	06/08/19	06/21/19	06/22/19	06/24/19	**	07/05/19
BW0120	06/22/19	07/05/19	07/06/19	07/09/19		07/19/19
BW0220	07/06/19	07/19/19	07/20/19	07/23/19		08/02/19
BW0320	07/20/19	08/02/19	08/03/19	08/06/19		08/16/19
BW0420	08/03/19	08/16/19	08/17/19	08/20/19		08/30/19
BW0520	08/17/19	08/30/19	08/31/19	09/03/19		09/13/19
BW0620	08/31/19	09/13/19	09/14/19	09/17/19		09/27/19
BW0720	09/14/19	09/27/19	09/28/19	10/01/19		10/11/19
BW0820	09/28/19	10/11/19	10/12/19	10/15/19		10/25/19
BW0920	10/12/19	10/25/19	10/26/19	10/29/19		11/08/19
BW1020	10/26/19	11/08/19	11/09/19	11/12/19		11/22/19
BW1120	11/09/19	11/22/19	11/23/19	11/25/19	**	12/06/19
BW1220	11/23/19	12/06/19	12/07/19	12/10/19		12/20/19
BW1320	12/07/19	12/20/19	12/21/19	12/23/19	**	01/03/20
BW1420	12/21/19	01/03/20	01/04/20	01/07/20		01/17/20
BW1520	01/04/20	01/17/20	01/18/20	01/21/20		01/31/20
BW1620	01/18/20	01/31/20	02/01/20	02/04/20		02/14/20
BW1720	02/01/20	02/14/20	02/15/20	02/18/20		02/28/20
BW1820	02/15/20	02/28/20	02/29/20	03/03/20		03/13/20
BW1920	02/29/20	03/13/20	03/14/20	03/16/20	**	03/27/20
BW2020	03/14/20	03/27/20	03/28/20	03/31/20		04/10/20
BW2120	03/28/20	04/10/20	04/11/20	04/14/20		04/24/20
BW2220	04/11/20	04/24/20	04/25/20	04/28/20		05/08/20
BW2320	04/25/20	05/08/20	05/09/20	05/12/20		05/22/20
BW2420	05/09/20	05/22/20	05/23/20	05/26/20		06/05/20
BW2520	05/23/20	06/05/20	06/06/20	06/09/20		06/19/20
BW2620	06/06/20	06/19/20	06/20/20	06/23/20		07/03/20
BW0121	06/20/20	07/03/20	07/03/20	07/03/20	***	07/17/20

Holidays are determined each year when the District Calendar is passed by the Board.

Ten Holidays are granted to 260 Day Employees.

The 10 Holidays for FY2019 are:
 July Fourth 07/04/2019 (10 hours)
 Labor Day 09/02/2019
 Veterans' Day 11/11/2019
 Thanksgiving Day 11/28/2019
 Christmas Eve and Day 12/24/2019 & 12/25/2019
 New Year's Day 01/01/2020
 Martin Luther King Day 01/20/2020
 Good Friday 04/10/2020
 Memorial Day 05/25/2020

*** Approval must be done after last punch for pay period so payroll can complete checks during District closure.



BIWEEKLY Approve by 9 AM on the dates listed.
****EARLY approval due to District Closures**