



Monthly Employees  
EmpCenter Approval Dates for 2019-2020 School Year

Month Ended Day	Date	Last Amigo Import Day	Date	Approval Date Range not before:	by Noon :	Extra Duty Pay Date Day	Date
Wednesday	07/31/19	Thursday	08/01/19	08/01/19	<b>08/02/19</b>	Friday	08/30/19
Saturday	08/31/19	Sunday	09/01/19	09/01/19	<b>09/04/19</b>	Monday	09/30/19
Monday	09/30/19	Tuesday	10/01/19	10/01/19	<b>10/02/19</b>	Thursday	10/31/19
Thursday	10/31/19	Friday	11/01/19	11/01/19	<b>11/04/19</b>	Friday	11/29/19
Saturday	11/30/19	Sunday	12/01/19	12/01/19	<b>12/03/19</b>	Monday	12/30/19
Tuesday	12/31/19	Wednesday	01/01/20	01/01/20	<b>01/07/20</b>	Friday	01/31/20
Friday	01/31/20	Saturday	02/01/20	02/01/20	<b>02/04/20</b>	Friday	02/28/20
Saturday	02/29/20	Sunday	03/01/20	03/01/20	<b>03/03/20</b>	Tuesday	03/31/20
Tuesday	03/31/20	Wednesday	04/01/20	04/01/20	<b>04/02/20</b>	Thursday	04/30/20
Thursday	04/30/20	Friday	05/01/20	05/01/20	<b>05/04/20</b>	Friday	05/29/20
Sunday	05/31/20	Monday	06/01/20	06/01/20	<b>06/02/20</b>	Tuesday	06/30/20
Tuesday	06/30/20	Wednesday	07/01/20	07/01/20	<b>07/02/20</b>	Friday	07/31/20
Friday	07/31/20	Saturday	08/01/20	08/01/20	<b>08/04/20</b>	Monday	08/31/20



**MONTHLY do NOT approve before NOON on this date to minimize AMIGO corrections.**

**Approve by NOON on this date - approvals not done timely may result in an inaccurate payment to your employees**