

**Newport News Public Schools**  
**Monthly Non-Exempt Time Sheet Dates and Deadlines**  
**2016 - 2017 School Year**

<u>Beginning Date</u>	<u>Ending Date</u>	<u>Time Sheet Deadline</u>
June 25, 2016	July 29, 2016	August 10, 2016
July 30, 2016	August 26, 2016	September 9, 2016
August 27, 2016	September 30, 2016	October 10, 2016
October 1, 2016	October 28, 2016	November 8, 2016
October 29, 2016	November 25, 2016	December 7, 2016
November 26, 2016	December 30, 2016	January 10, 2017
December 31, 2016	January 27, 2017	February 10, 2017
January 28, 2017	February 24, 2017	March 10, 2017
February 25, 2017	March 31, 2017	April 11, 2017
April 1, 2017	April 28, 2017	May 10, 2017
April 29, 2017	May 26, 2017	June 7, 2017
May 27, 2017	June 30, 2017	July 1, 2017

The dates shown are subject to change due to unforeseen circumstances. All efforts will be taken to notify all employees if that action is necessary.