

<b>2018 Pay Schedule</b>				
<b>Pay Begin</b>	<b>Pay End</b>	<b>Pay Date</b>	<b>Ins Deductions</b>	<b>Important Dates--ONA in PURPLE</b>
12/24/2017	1/6/2018	1/12/2018	January	2018 PTO begins accruing ( NON Exempt, NON ONA) 1/12/2018 pay date Third and Final 2017 PTO cash out forms due (1/6/2018) <b>12/24/2017 begins new vacation year for ONA members</b>
1/7/2018	1/20/2018	1/26/2018	January	Final day to use or bank 2017 PTO ACTIVE (1/20/2018) Up to 40 PTO ACTIVE hours earned in 2017 will carry over automatically
1/21/2018	2/3/2018	2/9/2018	February	<b>ONA vacation must be posted by 1/24/2018</b>
2/4/2018	2/17/2018	2/23/2018	February	
2/18/2018	3/3/2018	3/9/2018	March	<b>ONA members must use 2017 vacation hours or lose them (3/3/18)</b> <b>ONA Members may BANK hours the last 7 days of February</b>
3/4/2018	3/17/2018	3/23/2018	March	
3/18/2018	3/31/2018	4/6/2018	April	
4/1/2018	4/14/2018	4/20/2018	April	
4/15/2018	4/28/2018	5/4/2018	May	
4/29/2018	5/12/2018	5/18/2018	May	
5/13/2018	5/26/2018	6/1/2018	June	Last 7 days of May, may cash out or bank PTO
5/27/2018	6/9/2018	6/15/2018	June	<b>ONA Members may BANK hours the last 7 days of May</b>
6/10/2018	6/23/2018	6/29/2018	None	<b>ONA Members must use PH hours by 6/23/2018</b>
6/24/2018	7/7/2018	7/13/2018	July	
7/8/2018	7/21/2018	7/27/2018	July	
7/22/2018	8/4/2018	8/10/2018	August	
8/5/2018	8/18/2018	8/24/2018	August	
8/19/2018	9/1/2018	9/7/2018	September	
9/2/2018	9/15/2018	9/21/2018	September	
9/16/2018	9/29/2018	10/5/2018	October	
9/30/2018	10/13/2018	10/19/2018	October	
10/14/2018	10/27/2018	11/2/2018	November	
10/28/2018	11/10/2018	11/16/2018	November	
11/11/2018	11/24/2018	11/30/2018	December	Last 7 days of November, may cash out or bank PTO
11/25/2018	12/8/2018	12/14/2018	December	
12/9/2018	12/22/2018	12/28/2018	None	<b>12/22/2018 marks last day of 2018 PTO/Vacation year (ONA and Non exempt)</b>