DIVISION OF SCHOOL FINANCIAL SERVICES  
HRS DISTRICT PAYROLL SCHEDULE  
JANUARY 2014 ISSUE DATE

<table>
<thead>
<tr>
<th>CYCLE</th>
<th>SCHEDULE</th>
<th>PAYROLL PERIOD FROM TO</th>
<th>MEMO</th>
<th>ISSUE DATE</th>
<th>PAYROLL PROD. DATE</th>
<th>TIME REPORT PRODUCTION</th>
<th>DD INPUT CUTOFF</th>
<th>SCHEDULE</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1</td>
<td>C1F</td>
<td>12-01-13 12-31-13</td>
<td>1STWD</td>
<td>01-02-14</td>
<td>12-26-13</td>
<td>12-13-13</td>
<td>12-23-13</td>
<td>C1F</td>
</tr>
<tr>
<td>E1</td>
<td>E1L</td>
<td>12-01-13 12-31-13</td>
<td>5TH</td>
<td>01-03-14</td>
<td>12-26-13</td>
<td>12-17-13</td>
<td>12-23-13</td>
<td>E1L</td>
</tr>
<tr>
<td>C5</td>
<td>C5F</td>
<td>12-01-13 12-31-13</td>
<td>5TH</td>
<td>01-03-14</td>
<td>12-27-13</td>
<td>12-16-13</td>
<td>12-23-13</td>
<td>C5F</td>
</tr>
<tr>
<td>E4</td>
<td>E4L</td>
<td>12-01-13 12-31-13</td>
<td>10TH</td>
<td>01-10-14</td>
<td>01-06-14</td>
<td>12-19-13</td>
<td>12-30-13</td>
<td>E4L</td>
</tr>
<tr>
<td>H1</td>
<td>H1L</td>
<td>12-16-13 12-31-13</td>
<td>10TH</td>
<td>01-10-14</td>
<td>01-06-14</td>
<td>12-19-13</td>
<td>12-30-13</td>
<td>H1L</td>
</tr>
<tr>
<td>C3</td>
<td>C3F</td>
<td>12-01-13 12-31-13</td>
<td>10TH</td>
<td>01-10-14</td>
<td>01-07-14</td>
<td>12-20-13</td>
<td>12-30-13</td>
<td>C3F</td>
</tr>
<tr>
<td>E1</td>
<td>E1M</td>
<td>01-01-14 01-31-14</td>
<td>ESA</td>
<td>01-17-14</td>
<td>01-13-14</td>
<td>01-02-14</td>
<td>01-07-14</td>
<td>E1M</td>
</tr>
<tr>
<td>E4</td>
<td>E4M</td>
<td>01-01-14 01-31-14</td>
<td>ESA</td>
<td>01-24-14</td>
<td>01-17-14</td>
<td>01-08-14</td>
<td>01-14-14</td>
<td>E4M</td>
</tr>
<tr>
<td>H1</td>
<td>H1M</td>
<td>01-01-14 01-15-14</td>
<td>25TH</td>
<td>01-24-14</td>
<td>01-21-14</td>
<td>01-09-14</td>
<td>01-14-14</td>
<td>H1M</td>
</tr>
<tr>
<td>S6</td>
<td>S6F</td>
<td>12-21-13 01-17-14</td>
<td>8THWD</td>
<td>01-30-14</td>
<td>01-27-14</td>
<td>01-15-14</td>
<td>01-17-14</td>
<td>S6F</td>
</tr>
<tr>
<td>C2</td>
<td>C2G</td>
<td>01-01-14 01-31-14</td>
<td>LWD</td>
<td>01-31-14</td>
<td>01-28-14</td>
<td>01-16-14</td>
<td>01-21-14</td>
<td>C2G</td>
</tr>
<tr>
<td>C1</td>
<td>C1G</td>
<td>01-01-14 01-31-14</td>
<td>1STWD</td>
<td>02-03-14</td>
<td>01-29-14</td>
<td>01-17-14</td>
<td>01-24-14</td>
<td>C1G</td>
</tr>
</tbody>
</table>

Issue Dates may be changed based upon observed Bank holidays and County office closures. Observed holidays are considered non-work days.

**Time Report Production Date**
Time reports are produced this day. Employees to be listed on time report/screen must be loaded in EDB by 7:00 pm this day. District will have time reports/screens available the next day.

**Payroll Production Date**
Payroll is produced on this day. Time entry must be completed by 7:00 pm this day.

**Issue Date**
Issue date printed on warrants. Warrants are not to be released to employees prior to this date, per County Treasurer's Office.

If you have any questions regarding this schedule, please call the SFS-Payroll Section at (562) 922-6442.

See back page for Regular Verification & Supplemental Schedule

12-10-13
### HRS SUPPLEMENTAL PRODUCTION SCHEDULE

<table>
<thead>
<tr>
<th>Production Date</th>
<th>For Verification Warrants Schedule</th>
<th>For Real Warrants Schedule</th>
<th>Issue Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/01/14</td>
<td>----</td>
<td>HOL</td>
<td>----</td>
</tr>
<tr>
<td>01/02/14</td>
<td>E4L,H1L,006</td>
<td>002</td>
<td>01/06/14</td>
</tr>
<tr>
<td>01/03/14</td>
<td>C3F,007</td>
<td>003</td>
<td>01/07/14</td>
</tr>
<tr>
<td>01/04/14</td>
<td>----</td>
<td>SAT</td>
<td>----</td>
</tr>
<tr>
<td>01/05/14</td>
<td>----</td>
<td>SUN</td>
<td>----</td>
</tr>
<tr>
<td>01/06/14</td>
<td>008</td>
<td>006</td>
<td>01/08/14</td>
</tr>
<tr>
<td>01/07/14</td>
<td>009</td>
<td>007</td>
<td>01/09/14</td>
</tr>
<tr>
<td>01/08/14</td>
<td>010</td>
<td>008</td>
<td>01/10/14</td>
</tr>
<tr>
<td>01/09/14</td>
<td>E1M,013</td>
<td>009</td>
<td>01/13/14</td>
</tr>
<tr>
<td>01/10/14</td>
<td>014</td>
<td>010</td>
<td>01/14/14</td>
</tr>
<tr>
<td>01/11/14</td>
<td>----</td>
<td>SAT</td>
<td>----</td>
</tr>
<tr>
<td>01/12/14</td>
<td>----</td>
<td>SUN</td>
<td>----</td>
</tr>
<tr>
<td>01/13/14</td>
<td>015</td>
<td>013</td>
<td>01/15/14</td>
</tr>
<tr>
<td>01/14/14</td>
<td>016</td>
<td>014</td>
<td>01/16/14</td>
</tr>
<tr>
<td>01/15/14</td>
<td>E4M,017</td>
<td>015</td>
<td>01/17/14</td>
</tr>
<tr>
<td>01/16/14</td>
<td>H1M,021</td>
<td>016</td>
<td>01/21/14</td>
</tr>
<tr>
<td>01/17/14</td>
<td>022</td>
<td>017</td>
<td>01/22/14</td>
</tr>
<tr>
<td>01/18/14</td>
<td>----</td>
<td>SAT</td>
<td>----</td>
</tr>
<tr>
<td>01/19/14</td>
<td>----</td>
<td>SUN</td>
<td>----</td>
</tr>
<tr>
<td>01/20/14</td>
<td>----</td>
<td>HOL</td>
<td>----</td>
</tr>
<tr>
<td>01/21/14</td>
<td>023</td>
<td>021</td>
<td>01/23/14</td>
</tr>
<tr>
<td>01/22/14</td>
<td>024</td>
<td>022</td>
<td>01/24/14</td>
</tr>
<tr>
<td>01/23/14</td>
<td>S6F,027</td>
<td>023</td>
<td>01/27/14</td>
</tr>
<tr>
<td>01/24/14</td>
<td>C2G,028</td>
<td>024</td>
<td>01/28/14</td>
</tr>
<tr>
<td>01/25/14</td>
<td>----</td>
<td>SAT</td>
<td>----</td>
</tr>
<tr>
<td>01/26/14</td>
<td>----</td>
<td>SUN</td>
<td>----</td>
</tr>
<tr>
<td>01/27/14</td>
<td>C1G</td>
<td>027</td>
<td>01/29/14</td>
</tr>
<tr>
<td>01/28/14</td>
<td>E1N,030</td>
<td>028</td>
<td>01/30/14</td>
</tr>
<tr>
<td>01/29/14</td>
<td>C5G,031</td>
<td>****</td>
<td>****</td>
</tr>
<tr>
<td>01/30/14</td>
<td>C5G,E4N,H1N,034</td>
<td>030</td>
<td>02/03/14</td>
</tr>
<tr>
<td>01/31/14</td>
<td>C3G,035</td>
<td>031</td>
<td>02/04/14</td>
</tr>
</tbody>
</table>

### RETROACTIVE PRODUCTION SCHEDULE

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Transaction Gen Date</th>
<th>Production Date</th>
<th>Issue Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>R24</td>
<td>12/27/13</td>
<td>01/02/14</td>
<td>01/06/14</td>
</tr>
<tr>
<td>R25</td>
<td>01/03/14</td>
<td>01/09/14</td>
<td>01/13/14</td>
</tr>
<tr>
<td>R26</td>
<td>01/10/14</td>
<td>01/16/14</td>
<td># 01/21/14</td>
</tr>
<tr>
<td>R27</td>
<td>01/17/14</td>
<td>01/23/14</td>
<td>01/27/14</td>
</tr>
<tr>
<td>R28</td>
<td>01/24/14</td>
<td>01/30/14</td>
<td>02/03/14</td>
</tr>
</tbody>
</table>

### LACOE 2013-2014 HOLIDAYS

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
<th>Date</th>
<th>Holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td>07-04-13</td>
<td>Independence Day</td>
<td>12-25-13</td>
<td>Christmas Holiday</td>
</tr>
<tr>
<td>09-02-13</td>
<td>Labor Day</td>
<td>12-31-13</td>
<td>New Year's Eve</td>
</tr>
<tr>
<td>11-11-13</td>
<td>Veteran's Day</td>
<td>01-01-14</td>
<td>New Year's Day</td>
</tr>
<tr>
<td>11-27-13</td>
<td>Thanksgiving Holiday</td>
<td>01-20-14</td>
<td>Martin Luther King's Birthday</td>
</tr>
<tr>
<td>11-28-13</td>
<td>Thanksgiving Holiday</td>
<td>02-14-14</td>
<td>Lincoln's Birthday</td>
</tr>
<tr>
<td>11-29-13</td>
<td>Thanksgiving Holiday</td>
<td>02-17-14</td>
<td>Washington's Birthday</td>
</tr>
<tr>
<td>12-24-13</td>
<td>Christmas Holiday</td>
<td>05-26-14</td>
<td>Memorial Day</td>
</tr>
</tbody>
</table>

Issue Dates may be changed based upon observed Bank holidays and County office closures. Observed holidays are considered non-work days.