

Memorandum

To: South Central Ohio ESC Staff

From: Andrew T. Riehl, Treasurer



RE: Three Week Pay

Date: February 27, 2017

South Central Ohio ESC pays on a biweekly basis which means we pay contracts over 26 equal pays per year. One of the disadvantages of this pay method (as opposed to paying staff semi-monthly over 24 pays) is what we refer to as "payroll creep".

Payroll creep occurs because our biweekly payroll schedule is based on a 364 day year (26 pays x 14 days = 364 days); however there are 365 days in the calendar year. This payment schedule requires an adjustment every five to seven years to put us back in line with the calendar. An adjustment of this type last occurred in 2012. **This does NOT change your salary in anyway.** Over time if we didn't make this adjustment the ESC would get into a situation where we were paying employees before they have actually worked, and the auditors do not like it when that happens.

Therefore, we will be moving the June 16, 2017 to June 23, 2017.

This notice has been given to you in advance so that you may do your planning.

As always, if you should have any questions please don't hesitate to contact me at (740)354-0234 or andy.riehl@scoesc.org