



2023-2024 Payroll Dates

<u>Pay Day</u>	<u>Pay Period</u>	<u>Due in Central Office</u>
July 14	June 16-30	July 6
July 28	July 1-15	July 20
Aug 15	July 16-31	Aug 4
Aug 30	Aug 1-15	Aug 18
Sept 15	Aug 16-31	Sept 6
Sept 29	Sept 1-15	Sept 20
Oct 13	Sept 16-30	Oct 4
Oct 30	Oct 1-15	Oct 19
Nov 15	Oct 16-31	Nov 3
Nov 30	Nov 1-15	Nov 20
Dec 15	Nov 16-30	Dec 6
Dec 29	Dec 1-15	Dec 20
Jan 12	Dec 16-31	Jan 4
Jan 30	Jan 1-15	Jan 19
Feb 15	Jan 16-31	Feb 6
Feb 29	Feb 1-15	Feb 21
March 15	Feb 16-28	March 6
March 29	March 1-15	March 21
April 15	March 16-31	April 9
April 30	April 1-15	April 19
May 15	April 16-30	May 6
May 30	May 1-15	May 20
June 14	May 16-31	June 6
June 28	June 1-15	June 20

Payroll dates are the 15th and 30th of the month. If a pay date falls on a weekend or bank holiday, the pay date will be the last weekday immediately preceding the 15th or 30th as noted on the above schedule.

The annual contracted salary will be divided into 24 approximately equal pays. New salary amounts for administrators, principals, secretaries, custodians, maintenance and central office classified staff will be effective on the July 14th pay. New salary amounts for teachers, teacher assistants and cafeteria personnel will be effective on August 30th.

All extra hourly time worked from the 1st through the 15th submitted on Claim Forms and Time Sheets for after school programs and athletic events will be paid on the 30th of that month. All extra hourly time worked from the 16th through the 31st will be paid on the 15th of the following month. Payroll is due in central office on the dates shown above.

Summer pays will be deposited on June 14th and 28th. The remaining 2 July checks and 1 August check will be paid on or before June 30th.