

Marion County Schools

2024-25

Pay Dates and Time Reporting Schedules

All full-time employees will receive twenty-four (24) checks per year.
Substitute and part-time employees will receive one check per month on the 15th pay date.
All deductions except State Dental and State Vision premiums will be divided equally and deducted from both checks each month. State Dental and State Vision premiums will be divided over 12 paychecks and deducted on the 15th paydate of the month.

PAY DATES

Certified and Classified Employees

| Month | Pay Dates |
|--------|-----------|
| Jul-24 | 15, 31 |
| Aug-24 | 15, 30 |
| Sep-24 | 13, 30 |
| Oct-24 | 15, 31 |
| Nov-24 | 15, 29 |
| Dec-24 | 13, 31 |
| Jan-25 | 15, 31 |
| Feb-25 | 14, 28 |
| Mar-25 | 14, 31 |
| Apr-25 | 15, 30 |
| May-25 | 15, 30 |
| Jun-25 | 13, 30 |

Checks will not be issued early.

CERTIFIED and CLASSIFIED TIME REPORTS are due at the end of the last working day of each month. All time reports shall be submitted to the Central Office no later than the first working day of the next month. Substitute Employees will follow this same schedule.