

# 2023-2024 PAYROLL CALENDAR

12-MONTH SALARY				
Absence Reporting	Pay Date	Check Covers	Days Paid	Payroll Due*
6/12 - 7/7	July 31	7/1 - 7/31	21	July 10
7/10 - 8/4	August 31	8/1 - 8/31	23	August 7
8/7 - 9/1	September 29	9/1 - 9/30	21	September 5
9/4 - 10/6	October 31	10/1 - 10/31	22	October 9
10/9 - 11/3	November 21	11/1 - 11/30	22	November 6
11/6 - 12/1	December 22	12/1 - 12/31	21	December 4
12/4 - 1/5	January 31	1/1 - 1/31	23	January 8
1/8 - 2/2	February 29	2/1 - 2/29	21	February 5
2/5 - 3/1	March 28	3/1 - 3/31	21	March 4
3/4 - 4/5	April 30	4/1 - 4/30	22	April 8
4/8 - 5/3	May 31	5/1 - 5/31	23	May 6
5/6 - 5/31	June 21	6/1 - 6/30	20	June 3

10-MONTH PRE-PAID SALARY				
Absence Reporting	Pay Date	Check Covers	Days Paid	Payroll Due*
	August 31	8/7 - 9/5 (half day)	21.5	August 7
8/7 - 9/1	September 29	9/5 (half day) - 10/4	21.5	September 5
9/4 - 10/6	October 31	10/5 - 11/3 (half day)	21.5	October 9
10/9 - 11/3	November 21	11/3 (half day) - 12/4	21.5	November 6
11/6 - 12/1	December 22	12/5 - 1/3 (half day)	21.5	December 4
12/4 - 1/5	January 31	1/3 (half day) - 2/1	21.5	January 8
1/8 - 2/2	February 29	2/2 - 3/4 (half day)	21.5	February 5
2/5 - 3/1	March 28	3/4 (half day) - 4/2	21.5	March 4
3/4 - 4/5	April 30	4/3 - 5/2 (half day)	21.5	April 8
4/8 - 5/3	May 31	5/2 (half day) - 5/31	21.5	May 6
5/6 - 5/31	<b>LWOP Due June 3</b>			

10-MONTH SALARY				
Absence Reporting	Pay Date	Check Covers	Days Paid	Payroll Due*
8/7 - 9/1	September 29	8/7 - 9/5 (half day)	21.5	September 5
9/4 - 10/6	October 31	9/5 (half day) - 10/4	21.5	October 9
10/9 - 11/3	November 21	10/5 - 11/3 (half day)	21.5	November 6
11/6 - 12/1	December 22	11/3 (half day) - 12/4	21.5	December 4
12/4 - 1/5	January 31	12/5 - 1/3 (half day)	21.5	January 8
1/8 - 2/2	February 29	1/3 (half day) - 2/1	21.5	February 5
2/5 - 3/1	March 28	2/2 - 3/4 (half day)	21.5	March 4
3/4 - 4/5	April 30	3/4 (half day) - 4/2	21.5	April 8
4/8 - 5/3	May 31	4/3 - 5/2 (half day)	21.5	May 6
5/6 - 5/31	June 21	5/2 (half day) - 5/31	21.5	June 3

PAID HOLIDAYS	
July 4 - Independence Day	December 25-27 & January 1 - Winter Break
September 4 - Labor Day	January 15 - Martin Luther King Day
November 10 - Veteran's Day	March 25-28 & April 1 - Spring Break
November 23 & 24 - Thanksgiving	May 27 - Memorial Day

# 2023-2024 PAYROLL CALENDAR

10-MONTH HOURLY				
Absence Reporting	Pay Date	Check Covers	Days Paid	Payroll Due*
8/7 - 9/1	September 29	8/7 - 9/1	20	September 5
9/4 - 10/6	October 31	9/4 - 10/6	25	October 9
10/9 - 11/3	November 21	10/9 - 11/3	20	November 6
11/6 - 12/1	December 22	11/6 - 12/1	20	December 4
12/4 - 1/5	January 31	12/4 - 1/5	25	January 8
1/8 - 2/2	February 29	1/8 - 2/2	20	February 5
2/5 - 3/1	March 28	2/5 - 3/1	20	March 4
3/4 - 4/5	April 30	3/4 - 4/5	25	April 8
4/8 - 5/3	May 31	4/8 - 5/3	20	May 6
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11/6 - 12/1	December 22	11/6 - 12/1	20	December 4
12/4 - 1/5	January 31	12/4 - 1/5	25	January 8
1/8 - 2/2	February 29	1/8 - 2/2	20	February 5
2/5 - 3/1	March 28	2/5 - 3/1	20	March 4
3/4 - 4/5	April 30	3/4 - 4/5	25	April 8
4/8 - 5/3	May 31	4/8 - 5/3	20	May 6
5/6 - 5/31	June 21	5/6 - 5/31	20	June 3

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