

Dare County Schools

FY 2023/2024 Pay Date Schedule

MONTH	Hourly (ASP,BUS,CNP,SUB)	10 Month Employees (TEA Certified/Non-Certified)		11 and 12 Month Employees (ADM)		Payroll due to Central Office	Pay Dates
	Leave Period and Actual Pay Period Dates	Leave Period Dates	Pay Period Dates	Leave Period Dates	Pay Period Dates		
July	Jul 1 - Jul 7 (summer)			Jun 3 - Jul 7, 2023	7/1 - 7/31	7/11/2023	Thur 7/20/23
August	Jul 8 - Aug 11 (summer)		8/16 - 9/14	Jul 8 - Aug 4, 2023	8/1 - 8/31	8/8/2023	Fri 8/18/23
September	Aug 12 - Sept 1, 2023	Aug 16 - Sept 1, 2023	9/15 - 10/13	Aug 5 - Sept 1, 2023	9/1 - 9/30	9/6/2023	Wed 9/20/23
October	Sept 2 - Sept 29, 2023	Sept 2 - Sept 29, 2023	10/14 - 11/14	Sept 2 - Sept 29, 2023	10/1 - 10/31	10/3/2023	Fri 10/20/23
November	Sept 30 - Nov 3, 2023	Sept 30 - Nov 3, 2023	11/15 - 12/13	Sept 30 - Nov 3, 2023	11/1 - 11/30	11/7/2023	Mon 11/20/23
December	Nov 4 - Dec 1, 2023	Nov 4 - Dec 1, 2023	12/14 - 1/12	Nov 4 - Dec 1, 2023	12/1 - 12/31	12/5/2023	Wed 12/20/23
January	Dec 2 - Jan 5, 2024	Dec 2 - Jan 5, 2024	1/13 - 2/12	Dec 2 - Jan 5, 2024	1/1 - 1/31	1/9/2024	Fri 1/19/24
February	Jan 6 - Feb 2, 2024	Jan 6 - Feb 2, 2024	2/13 - 3/13	Jan 6 - Feb 2, 2024	2/1 - 2/28	2/6/2024	Tues 2/20/24
March	Feb 3 - Mar 1, 2024	Feb 3 - Mar 1, 2024	3/14 - 4/11	Feb 3 - Mar 1, 2024	3/1 - 3/31	3/5/2024	Wed 3/20/24
April	Mar 2 - Apr 5, 2024	Mar 2 - Apr 5, 2024	4/12 - 5/13	Mar 2 - Apr 5, 2024	4/1 - 4/30	4/9/2024	Fri 4/19/24
May*	Apr 6 - May 3, 2024	Apr 6 - May 3, 2024	5/14 - 6/11	Apr 6 - May 3, 2024	5/1 - 5/31	5/7/2024	Mon 5/20/24
June*	May 4 - Jun 11, 2024	May 4 - Jun 11, 2024		May 4 - May 31, 2024	6/1 - 6/30	6/4/2024*	Thur 6/20/24
June Summer* (Hourly Only)	Jun 12 - Jun 30, 2024						

May Note * Project teacher absences thru 6/11/2024 (Only tag May 4 - June 11 absences to May payroll if it's L w/o Pay, otherwise allow to default into correct pay period.)

May Note * Last month to tag code 37 Docks. No code 37(Teacher Assistant Subs for Teacher) after May 3, 2024

June Note * Project hourly employees hours worked thru 6/30/2024; TEA timesheets due by 9:00 am on 6/15/2024.