


CALENDAR SCHEDULE FOR PAYROLL REPORTING PURPOSES

2023-2024 PAYROLL SCHEDULE			12 MONTH 250 DAY SCHEDULE		11 MONTH 216 DAY SCHEDULE			10 MONTH 196 DAY SCHEDULE		9 MONTH 186 DAY SCHEDULE	
TIME FRAME	PAY DATE	#PAYS #PAYS	UNPAID		FIRST DAY 7/17/23	8HRS	7.5HRS	FIRST DAY 7/31/23	7.5HRS	FIRST DAY 8/10/23	
			8HRS	DAYS OFF							
07/03 - 07/07	07/14/23	1	4	1H 7/4	40						
07/10 - 07/21	07/28/23	2	10		80		5	40	37.5		
07/24 - 08/04	08/11/23	3	1	10	80		10	80	75.0	5 7/31, 8/1, 3, 4 PD, 8/2 wkday	
08/07 - 08/18	08/25/23	4	2	10	80		10	80	75.0	10 8/7, 8 WK DAY 8/9 PD	
08/21 - 09/01	09/08/23	5	3	10	80		10	80	75.0	10	
09/04 - 09/15	09/22/23	6	4	9	1H 9/4	80	9	1H 9/4	80	75.0	
09/18 - 09/29	10/06/23	7	5	10	80		10	80	75.0	10	
10/02 - 10/13	10/20/23	*B-A	6	10	80		10	80	75.0	10	
10/16 - 10/27	11/03/23	9	7	10	80		10	80	75.0	10	
10/30 - 11/10	11/17/23	10	8	10	80		10	80	75.0	10	
11/13 - 11/24	12/01/23	11	9	5	3H 11/22, 23, 24	64	11/20, 21	5	1H 11/23	45.0	
11/27 - 12/08	12/15/23	*12-B	10	10	80		10	80	75.0	10	
12/11 - 12/22	12/21/23	13	11	9	1H 12/22	80	9	BK 12/22	72	67.5	
12/25 - 01/05	01/12/24	14	12	0	8H 12/25, 26, 27, 28, 29 1/1, 2, 3	64	1/4, 5	0	2H 12/25, 1/1 12/26-29, 1/2-5	16	
01/08 - 01/19	01/26/24	15	13	9	1H 1/15	80	9	1H 1/15	80	75.0	
01/22 - 02/02	02/09/24	16	14	10	80		10	80	75.0	10	
02/05 - 02/16	02/23/24	17	15	10	80		10	80	75.0	10	
02/19 - 03/01	03/08/24	*18-C	16	9	1H 2/19	80	9	1H 2/19	80	75.0	
03/04 - 03/15	03/15/24	19	17	10	80		10	80	75.0	10	
03/18 - 03/29	04/05/24	20	18	4	SP BK 3/18-22, 3/29	32	4	SP BK 3/18-22, 3/29	32	30.0	
04/01 - 04/12	04/19/24	21	19	10	80		10	80	75.0	10	
04/15 - 04/26	05/03/24	*22-D	20	10	80		10	80	75.0	10	
04/29 - 05/10	05/17/24	23	21	10	80		10	80	75.0	10	
05/13 - 05/24	05/31/24	24	24	10	80		10	80	75.0	10	
05/27 - 06/07	06/14/24	25	25	9	1H 5/27	80	9	72	67.5		
06/10 - 06/28	06/28/24	26	26	15	120		1	8	7.5		
LAST CHECK DATE 6/28/2024			233	17	17 HOLIDAY	210	6	6 HOLIDAY	190	6	6 HOLIDAY
IF A SCHEDULED PAYDAY FALLS ON A HOLIDAY, DIRECT DEPOSIT OF PAY WILL GO OUT THE DAY PRIOR TO THE HOLIDAY.			250	2000	10 DAYS OFF NON-PAID	216	1728	1620.0	196	1470	186
LAST DAY WORKED 6/28/2024			LAST DAY WORKED 06/10/2024			LAST DAY WORKED 05/24/2024			LAST DAY WORKED 05/24/2024		

- PAID HOLIDAYS
- NON-WRK NON-PAID ALL
- TEACHER PROF DAY/NON WRK DAY FOR PARA'S
- TEACHER WORK DAY

Any hours worked outside of these schedules must be pre-approved or considered to be an emergency.



 Superintendent
 3/27/2023

BOARD APPROVED

APR 04 2023

cc

DATE RECEIVED

APR 06 2023

H.C.S.B. Finance