

## **2023-2024 EUDORA USD 491 PAYROLL SCHEDULE**

Pay Period Dates for Hourly Employees	Funds available in the employee's account (Pay Day)
June 7th - July 6th	July 14, 2023
July 7th - August 6th	August 15, 2023
August 7th - September 6th	September 15, 2023
September 7th - October 6th	October 13, 2023
October 7th - November 6th	November 15, 2023
November 7th - December 6th	December 15, 2023
December 7th - January 6th	January 12, 2024
January 7th - February 6th	February 15, 2024
February 7th - March 6th	March 13, 2024
March 7th - April 6th	April 15, 2024
April 7th - May 6th	May 15, 2024
May 7th - June 6th	June 15, 2024

### **HOLIDAY SCHEDULE**

September 4, 2023 (Labor Day)

November 23, 2023 (Thanksgiving Day)

November 24, 2023 (Day after Thanksgiving - 12-month employees only)

December 25, 2023 (Christmas Day)

December 22nd or 26th, 2023 (Day before or day after Christmas-12 month employees only)

January 1, 2024 (New Year's Day)

January 15, 2024 (Martin Luther King Jr. Birthday)

May 27, 2024 (Memorial Day)

July 4th, 2024 (Fourth of July - 12-month employees only)

**\*Failure to approve your weekly timesheet of hours worked in Skyward by the 8th of the month could result in a delay of payroll funds into the employee's account\***

\*Final approval of hourly employee's weekly timesheets and leave must be done by both the employee and supervisor\*

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