



**STAFFORD MUNICIPAL SCHOOL DISTRICT  
EXTRA DUTY/ABSENCES PAYROLL SCHEDULE  
2023-2024**

**Business Office - Payroll**

PERIOD COVERED				
PAYDATE	FROM		TO	DATE DUE
<b>2023</b>				
September 8, 2023	August 6, 2023		August 19, 2023	August 23, 2023
September 25, 2023	August 20, 2023		September 2, 2023	September 6, 2023
October 10, 2023	September 3, 2023		September 16, 2023	September 20, 2023
October 25, 2023	September 17, 2023		October 7, 2023	October 11, 2023
November 10, 2023	October 8, 2023		October 21, 2023	October 25, 2023
November 21, 2023	October 22, 2023		November 4, 2023	November 8, 2023
December 8, 2023	November 5, 2023		November 25, 2023	November 29, 2023
December 20, 2023	November 26, 2023		December 2, 2023	December 6, 2023
<b>2024</b>				
January 10, 2024	December 3, 2023		December 16, 2023	December 16, 2023
January 25, 2024	December 17, 2023		January 6, 2024	January 10, 2024
February 9, 2024	January 7, 2024		January 21, 2024	January 24, 2024
February 23, 2024	January 21, 2024		February 3, 2024	February 7, 2024
March 8, 2024	February 4, 2024		February 17, 2024	February 21, 2024
March 25, 2024	February 18, 2024		March 2, 2024	March 6, 2024
April 10, 2024	March 3, 2024		March 16, 2024	March 24, 2024
April 25, 2024	March 17, 2024		April 6, 2024	April 10, 2024
May 10, 2024	April 7, 2024		April 20, 2024	April 26, 2024
May 24, 2024	April 21, 2024		May 4, 2024	May 10, 2024
June 10, 2024	May 5, 2024		May 19, 2024	May 22, 2024
June 25, 2024	May 19, 2024		June 1, 2024	June 8, 2024
July 10, 2024	June 2, 2024		June 15, 2024	June 19, 2024
July 25, 2024	June 16, 2024		June 29, 2024	July 3, 2024
August 9, 2024	June 30, 2024		July 20, 2024	July 24, 2024
August 23, 2024	July 21, 2024		August 3, 2024	August 7, 2024

Please make sure all payroll information is brought to payroll office by 4:30 p.m. on the due date. All payroll information (substitute, extra duty and overtime) not received by 4:30 p.m. on the due date will be paid on the subsequent pay date.

\* Payroll fall on Christmas Day.

\*\* Timesheets are due to the Payroll Office on 12/15/2023 by 12:00 p.m.

Any errors or omissions by campuses/departments will not result in a supplemental payroll run between pay dates. If the Payroll Office makes an error, a supplemental payroll check will be ran immediately.

Additional information available at: