

# Donna Independent School District

## Payroll Department

### Payroll Schedule 2023-2024 School Year

#### Professional and Substitute Employees

#### Monthly Pay Period

Monthly Payroll Number	Dates Worked		Last Day To Approve Time Cards	Payroll Check Date	HOLIDAYS
	From	To			
	Sunday	Saturday			
1	August 6, 2023	September 2, 2023	September 4, 2023	September 20, 2023	
2	September 3, 2023	October 7, 2023	October 9, 2023	October 20, 2023	
3	October 8, 2023	November 4, 2023	November 6, 2023	November 16, 2023	Bad Weather Day - October 9, 2023
4	November 5, 2023	December 9, 2023	December 11, 2023	December 20, 2023	Thanksgiving Break - November 20-24, 2023
5	December 10, 2023	January 6, 2024	January 8, 2024	January 19, 2024	Winter Break - December 22, 2023 thru January 3, 2024
6	January 7, 2024	February 10, 2024	February 12, 2024	February 20, 2024	
7	February 11, 2024	March 9, 2024	March 11, 2024	March 13, 2024	Bad Weather Day - February 12, 2024
8	March 10, 2024	April 13, 2024	April 15, 2024	April 19, 2024	Spring Break - March 11-15, 2024 Easter Holiday- March 29, 2024 / Bad Weather Day- April 1, 2024
9	April 14, 2024	May 11, 2024	May 13, 2024	May 20, 2024	
10	May 12, 2024	June 15, 2024	June 17, 2024	June 20, 2024	Memorial Day Holiday - May 27, 2024
11	June 16, 2024	July 13, 2024	July 15, 2024	July 19, 2024	
12	July 14, 2024	August 10, 2024	August 12, 2024	August 20, 2024	
1	August 11, 2024	September 14, 2024	September 16, 2024	September 20, 2024	

**\*First Check for the 2023-2024 School Year will be payable on September 20, 2024.**