



LAKE WORTH ISD
PAYROLL INFORMATION DUE DATES AND PAYDAYS

MONTHLY EMPLOYEES

[Professional and Athletic Extra Duty Pay]

2024 - 2025 School Year

PAY PERIOD FOR ALL EXTRA DUTY JOBS		PAPERWORK DUE TO PAYROLL	<u>PAYDAY</u>	Day of the Week
<u>FROM</u>	<u>TO</u>	BY NOON on WEDNESDAY		
6/1/2024	6/30/2024	7/10/2024	7/26/2024	FRIDAY
7/1/2024	7/31/2024	8/7/2024	8/26/2024	MONDAY
8/1/2024	8/31/2024	9/11/2024	9/26/2024	THURSDAY
9/1/2024	9/30/2024	10/9/2024	10/25/2024	FRIDAY
10/1/2024	10/31/2024	11/6/2024	11/22/2024	FRIDAY
11/1/2024	11/30/2024	12/4/2024	12/19/2024	THURSDAY
12/1/2024	12/31/2024	1/8/2025	1/24/2025	FRIDAY
1/1/2025	1/31/2025	2/5/2025	2/26/2025	WEDNESDAY
2/1/2025	2/28/2025	3/5/2025	3/26/2025	WEDNESDAY
3/1/2025	3/31/2025	4/9/2025	4/25/2025	FRIDAY
4/1/2025	4/30/2025	5/7/2025	5/23/2025	FRIDAY
5/1/2025	5/31/2025	6/4/2025	6/26/2025	THURSDAY
6/1/2025	6/30/2025	7/9/2025	7/26/2025	FRIDAY
7/1/2025	7/31/2025	8/6/2025	8/26/2025	TUESDAY

Summer School Duties are paid on July & August Payrolls

EMPLOYEE CLASSIFICATION	DAYS WORKED	ANNUALIZED PAY CYCLE
12 MONTH EMPLOYEE	226 - 260	JUL - JUN PAY CYCLE
11 MONTH EMPLOYEE	200 - 225	AUG - JUL PAY CYCLE
10 MONTH EMPLOYEE	181 - 199	SEP - AUG PAY CYCLE

Payroll calendars are for extra duty pay only and does not impact annualized pay