

**Dare County Schools**  
**FY 2024/2025 Pay Date Schedule**

MONTH	Hourly (ASP,BUS,CNP,SUB)	10 Month Employees (TEA Certified/Non-Certified)		11 and 12 Month Employees (ADM)		Payroll due to Central Office	Pay Dates
	Leave Period and Actual Pay Period Dates	Leave Period Dates	Pay Period Dates	Leave Period Dates	Pay Period Dates		
July	July 1 - July 5, (Summer)			Jun 1 - July 5, 2024	7/1 - 7/31	7/9/24	Fri 7/19/24
August	July 6 - Aug 9, (Summer)		8/15-9/13	July 6 - Aug 2, 2024	8/1 - 8/31	8/6/24	Tues 8/20/24
September	Aug 10 - Aug 30, 2024	Aug 15 - Aug 30, 2024	9/14-10/14	Aug 2 - Aug 30, 2024	9/1 - 9/30	9/4/2024 Wed	Fri 9/20/24
October	Aug 31 - Sept 27, 2024	Aug 31 - Sept 27, 2024	10/15-11/13	Aug 31 - Sept 27, 2024	10/1 - 10/31	10/1/24	Fri 10/18/24
November	Sept 28 - Nov 1, 2024	Sept 28 - Nov 1, 2024	11/14-12/12	Sept 28 - Nov 1, 2024	11/1 - 11/30	11/5/24	Wed 11/20/23
December	Nov 2 - Nov 29, 2024	Nov 2 - Nov 29, 2024	12/13-1/13	Nov 2 - Nov 29, 2024	12/1 - 12/31	12/3/24	Fri 12/20/23
January	Nov 30 - Jan 3, 2025	Nov 30 - Jan 3, 2025	1/14-2/11	Nov 30 - Jan 3, 2025	1/1 - 1/31	1/8/2024 Wed	Fri 1/17/25
February	Jan 4 - Jan 31, 2025	Jan 4 - Jan 31, 2025	2/12-3/13	Jan 4 - Jan 31, 2025	2/1 - 2/28	2/4/25	Thur 2/20/25
March	Feb 1 - Feb 28, 2025	Feb 1 - Feb 28, 2025	3/14-4/11	Feb 1 - Feb 28, 2025	3/1 - 3/31	3/4/25	Thur 3/20/25
April	Mar 1 - Mar 28, 2025	Mar 1 - Mar 28, 2025	4/12-5/13	Mar 1 - Mar 28, 2025	4/1 - 4/30	4/1/25	Fri 4/17/25
May*	Mar 29 - May 2, 2025	Mar 29 - May 2, 2025	5/14-6/11	Mar 29 - May 2, 2025	5/1 - 5/31	5/6/25	Tues 5/20/25
June*	May 3 - Jun 11, 2025	May 3 - Jun 11, 2025		May 3 - May 30, 2025	6/1 - 6/30	6/3/25	Fri 6/20/25
June Summer* (Hourly Only)	Jun 12 - Jun 30, 2025						

May Note \* Project teacher absences thru 6/11/2025 (Only tag May 4 - June 11 absences to May payroll if it's L w/o Pay, otherwise allow to default into correct pay period.)

May Note \* Last month to tag code 37 Docks. No code 37(Teacher Assistant Subs for Teacher) after May 2, 2025.

June Note \* Project hourly employees hours worked thru 6/30/2025; TEA timesheets due by 9:00 am on 6/12/2025.