

EMPLOYEE PAYROLL
2024 - 2025

<u>Checks Dated / Issued</u>	<u>Pay Period for Classified Employees</u>	<u>Number of Weekdays in Period¹</u>	<u>Payroll Due Date</u>
* June 20, 2024	May 27 - June 9	10	June 13
* July 3, 2024	June 10 - June 30	15	June 26
* July 18, 2024	July 1 - July 11	9	July 12
* August 5, 2024	July 12 - July 28	11	July 29
* August 20, 2024	July 29 - August 11	10	August 13
September 5, 2024	August 12 - August 25	10	August 29
* September 20, 2024	August 26 - September 11	13	September 13
October 4, 2024	September 12 - September 26	11	September 27
* October 18, 2024	September 27 - October 13	11	October 11
November 5, 2024	October 14 - October 27	10	October 29
* November 20, 2024	October 28 - November 11	11	November 13
December 5, 2024	November 12 - November 26	11	November 22
* December 19, 2024 ²	November 27 - December 11	11	December 13
January 3, 2025 ³	December 12 - December 26	11	December 19
* January 17, 2025	December 27 - January 12	11	January 10
February 5, 2025	January 13 - January 26	10	January 28
* February 20, 2025	January 27 - February 11	12	February 13
March 5, 2025	February 12 - February 25	10	February 27
* March 20, 2025	February 26 - March 11	10	March 12
* April 4, 2025	March 12 - March 26	11	March 31
* April 18, 2025	March 27 - April 13	12	April 11
May 5, 2025	April 14 - April 27	10	April 28
* May 20, 2025	April 28 - May 11	10	May 13
June 5, 2025	May 12 - May 27	12	May 29
* June 18, 2025 ⁴	May 28 - June 11	11	June 12
July 3, 2025	June 12 - June 30	13	June 26
* July 17, 2025	July 1 - July 14	10	July 10
* August 5, 2025	July 15 - July 28	10	July 29
* August 20, 2025	July 29 - August 11	10	August 13
September 5, 2025	August 12 - August 26	11	August 29
* September 19, 2025	August 27 - September 11	12	September 12

*: Pay Date for Certified Staff and Substitute Teachers

Employees can access their direct deposit information through the Employee Portal: <https://skyward.iscorp.com/SD25IDBusSTS/Session/Signin>

1: This indicates the number of weekdays in the period for which classified hours may be paid. The actual number of paid days is dependent upon the work and holiday schedule of each employee.

2: December 19, 2024 payroll:

All payments will be made on December 19. Taxes and PERSI will be submitted on December 19 and all other deductions will be processed and submitted to the appropriate vendors/agencies on December 19. The Payroll Office will not be able to help resolve issues until January 6, 2025.

3: January 3, 2025 payroll:

Payroll will be processed on January 2. All payroll items for 12-month employees must be received by 10:00 a.m. on January 2 in order to be processed. All other locations must submit payroll items / data by December 19, 2024.

4: June 18, 2025 payroll:

The payroll will be processed on June 18, 2025 to accommodate the Juneteenth federal/banking holiday on June 19, 2025.