


MIDDLE COUNTRY CENTRAL SCHOOL DISTRICT  
BUSINESS OFFICE

OFFICE OF ASSISTANT SUPERINTENDENT FOR BUSINESS  
PHONE – 631-285-8020 FAX – 631-738-2733

## MEMO

To: Staff  
From: Beth Rella, Ed.D.   
Date: April 5, 2024  
RE: 2024-25 FINAL Payroll Calendar

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Attached please find the final payroll Calendar for the 2024/25 school year.

Please note:

The first pay date of the year for 12-month employees is July 5, 2024.\*

The first pay date for 10-month employees is September 20, 2024.

The final pay date for **all** staff will be June 27, 2025.

\*For 12 month employees there will be pay dates on July 5, 2024 and July 12, 2024.

Each of those pays will be for the equivalent of half your regular contractual salary.

***This occurs every few years to realign the payroll calendar.***

It is also important to immediately update Personnel at 285-8031 with any change of address, building changes, or leaves of absence.

The final 2024-25 payroll calendar and the 2024-25 payroll schedule for substitutes and extra pay will be posted on the MCCSD website.

Any questions, contact Payroll at 285-8055.