

## 2024-2025 SUBSTITUTE TEACHERS PAYROLL SCHEDULE

Covers a 10 day work period Wednesday - Tuesday	Timesheets Due	# Days	Pay Date
Sept 3, 4, 5, 6, 9, 10 (**Sept 3 - Long Term & Permanent Subs ONLY)	9/11/2024	6	9/27/2024
Sept 9/11, 9/12, 9/13, 9/16, 9/17, 9/18, 9/19, 9/20, 9/23, 9/24	9/25/2024	10	10/11/2024
Sept 9/25, 9/26, 9/27, 9/30, 10/1, 10/2, 10/3, 10/4, 10/7, 10/8	10/9/2024	10	10/25/2024
Oct 10/09, 10/10, 10/11, 10/15, 10/16, 10/17, 10/18, 10/21, 10/22 (10/14 Columbus Day - No School)	10/23/2024	9	11/8/2024
Oct 10/23, 10/24, 10/25, 10/28, 10/29, 10/30, 10/31, 11/1, 11/4, 11/5, (11/5 Election Day NS/Staff PD) (All Subs will report to work with the EXCEPTION of PER DIEM)	11/6/2024	10	11/22/2024
Nov 11/6, 11/7, 11/8, 11/12, 11/13, 11/14, 11/15, 11/18, 11/19 (11/11 Veteran's Day/NS)	11/20/2024	9	12/6/2024
Nov 11/20, 11/21, 11/22, 11/25, 11/26, 12/2, 12/3, (11/27, 28, 29 - Thanksgiving Recess)	12/4/2024	7	12/20/2024
Dec 12/4, 12/5, 12/6, 12/9, 12/10, 12/11, 12/12, 12/13, 12/16, 12/17	12/18/2024	10	1/3/2025
Dec 12/18, 12/19, 12/20, (12/25 XMAS 12/23-1/1 Winter Recess)	1/2/2025	3	1/17/2025
Jan 1/2, 1/3, 1/6, 1/7, 1/8, 1/9, 1/10, 1/13, 1/14	1/15/2025	9	1/31/2025
Jan 1/15, 1/16, 1/17, 1/21, 1/22, 1/23, 1/24, 1/27, 1/28, (1/20 MLK Day - No School)	1/29/2025	9	2/14/2025
Jan 1/29, 1/30, 1/31, Feb 2/3, 2/4, 2/5, 2/6, 2/7, 2/10, 2/11	2/12/2025	10	2/28/2025
Feb 2/12, 2/13, 2/14, 2/24, 2/25 (2/17-2/21 - February Recess - No School)	2/26/2025	5	3/14/2025
Feb 2/26, 2/27, 2/28, Mar 3/3, 3/4, 3/5, 3/6, 3/7, 3/10, 3/11	3/12/2025	10	3/28/2025
Mar 3/12, 3/13, 3/14, 3/15, 3/18, 3/19, 3/20, 3/21, 3/22, 3/25	3/26/2025	10	4/11/2025
Mar 3/26, 3/27, 3/28, 3/31, Apr 4/1, 4/2, 4/3, 4/4, 4/7, 4/8	4/9/2025	10	4/25/2025
Apr 4/9, 4/10, 4/11, 4/14, 4/15, 4/16, 4/17, 4/18 (Apr 21 thru 25 - April Recess - No School)	4/18/2025	8	5/9/2025
APR 4/28, 4/29, 4/30, May 5/1, 5/2, 5/5, 5/6	5/7/2025	7	5/23/2025
May 5/7, 5/8, 5/9, 5/12, 5/13, 5/14, 5/15, 5/16, 5/19, 5/20	5/21/2025	10	6/6/2025
May 5/21, 5/22, 5/23, 5/27, 5/28, 5/29, 5/30, June 6/2, 6/3 (5/26 Memorial Day/No Sch	6/4/2025	9	6/20/2025
June 6/4, 6/5, 6/6, 6/9, 6/10, 6/11, 6/12, 6/13, 6/16, 6/17,	6/18/2025*	10	7/4/2025
June 6/18 Last Day of School	Last Day Of School	1	7/18/2025
<b>(JUNE 18 LAST DAY OF SCHOOL) * Unless SNOW DAYS **6/19 Juneteenth -No School</b>	<b>LAST DAY</b>	<b>182</b>	

THE LAST DAY OF SCHOOL IS **6/18/2025** UNLESS SNOWDAYS  
 \*\* SCHOOLS MUST SUBMIT PAYSHEETS BEFORE THE CLOSE  
 OF SCHOOL FOR THE CHRISTMAS VACATION \*\*

**TOTAL NUMBER OF DAYS WILL BE 180/182 (DEPENDING IF WORKED ON 11/5)**