

SAUGERTIES CENTRAL SCHOOLS

Payroll Dates for 2025-2026 School Year

The Business Office will generally issue paychecks on the following dates. However, unforeseen circumstances such as Snow days, computer problems, etc. may interfere with this schedule. Twelve-month employees will receive 25 full and 2 half checks; Eleven-month employees will receive 22 full and 2 half checks; Ten-month employees will receive 20 full checks and 2 half checks.

PAYROLL DATES		CLOSING DATE	PAID THRU DATE
July 3, 2025	½ Pay for 12-month employees, hourly & Guidance (per diem)	June 27, 2025	July 5, 2025
July 18, 2025	Full pay for 12-month employees, hourly & Guidance	July 11, 2025	July 19, 2025
August 1, 2025	Full pay for 12-month employees, hourly & Guidance	July 25, 2025	August 2, 2025
August 15, 2025	Full pay for 11/12-month employees, hourly & Guidance	August 8, 2025	August 16, 2025
August 29, 2025	Full pay for 11/12-month employees, hourly & Guidance	August 22, 2025	August 30, 2025
September 12, 2025	Full Pay for all employees	September 5, 2025	September 13, 2025
September 26, 2025		September 19, 2025	September 27, 2025
October 10, 2025		October 3, 2025	October 11, 2025
October 24, 2025		October 17, 2025	October 25, 2025
November 7, 2025		October 31, 2025	November 8, 2025
November 21, 2025		November 14, 2025	November 22, 2025
December 5, 2025		November 28, 2025	December 6, 2025
December 19, 2025		December 12, 2025	December 20, 2025
January 2, 2026		December 26, 2025	January 3, 2026
January 16, 2026		January 9, 2026	January 17, 2026
January 30, 2026		January 23, 2026	January 31, 2026
February 13, 2026		February 6, 2026	February 14, 2026
February 27, 2026		February 20, 2026	February 28, 2026
March 13, 2026		March 6, 2026	March 14, 2026
March 27, 2026		March 20, 2026	March 28, 2026
April 10, 2026		April 3, 2026	April 11, 2026
April 24, 2026		April 17, 2026	April 25, 2026
May 8, 2026		May 1, 2026	May 9, 2026
May 22, 2026		May 15, 2026	May 23, 2026
June 5, 2026		May 29, 2026	June 6, 2026
June 18, 2026	Full pay for 12-month, ½ Pay for 10/11-month employees	June 12, 2026	June 20, 2026
June 26, 2026	½ Pay for all employees	June 19, 2026	June 27, 2026

* Timesheets for overtime, hourly, daily, and substitute work, etc., must be submitted to the Payroll Clerk by 1:00 p.m. on the date indicated in order to be processed for the corresponding payroll. Timecards must be submitted to the Payroll Clerk by 12:00 noon on Monday.

** Salaried employees are paid for the one-week/two-week period preceding the Paid Thru Date. Hourly/per diem employees are paid for the one-week/two-week period one week prior to the Paid Thru Date.

*** Timecard cycle is from Sunday through Saturday.

**** Paychecks can be picked up at the Business Office from 8:00 AM to 12:00 PM on days that school is not in session. Any checks not picked up by 12:00 PM will be mailed.

***** Paycheck pickup hours on Snow days are subject to change and checks could be mailed.