



PAYROLL SCHEDULE 2025-2026

HOURLY EMPLOYEES <small>(Dates to be included on Pay Sheets)</small>	SALARIED EMPLOYEES	SCHEDULED PAY DATE	*Deadline to submit payroll information – for respective pay-period
June 13 – June 26	June 23 – July 4	July 3, 2025	June 26, 2025
June 27 – July 10	July 7 – July 18	July 18, 2025	July 10, 2025
July 11 – July 24	July 21 – Aug. 1	August 1, 2025	July 24, 2025
July 25 – Aug. 7	Aug. 4 – Aug. 15	August 15, 2025	Aug. 7, 2025
Aug. 8 – Aug. 21	Aug. 18 – Aug. 29	August 29, 2025	Aug. 21, 2025
Aug. 22 – Sept. 4	Sept. 1 – Sept. 12	+September 12, 2025	Sept. 4, 2025
Sept. 5 – Sept. 18	Sept. 15 – Sept. 26	September 26, 2025	Sept. 18, 2025
Sept. 19 – Oct. 2	Sept. 29 – Oct. 10	October 10, 2025	Oct. 2, 2025
Oct. 3 – Oct. 16	Oct. 13 – Oct. 24	October 24, 2025	Oct. 16, 2025
Oct. 17 – Oct. 30	Oct. 27 – Nov. 7	November 7, 2025	Oct. 30, 2025
Oct. 31 – Nov. 13	Nov. 10 – Nov. 21	November 21, 2025	Nov. 13, 2025
Nov. 14 – Nov. 27	Nov. 24 – Dec. 5	December 5, 2025	Nov. 27, 2025
Nov. 28 – Dec. 11	Dec. 8 – Dec. 19	December 19, 2025	Dec. 11, 2025
Dec. 12 – Dec. 25	Dec. 22 – Jan. 2	January 2, 2026	Dec. 25, 2025
Dec. 26 – Jan. 8	Jan. 5 – Jan. 16	January 16, 2026	Jan. 8, 2026
Jan. 9 – Jan. 22	Jan. 19 – Jan. 30	January 30, 2026	Jan. 22, 2026
Jan. 23 – Feb. 5	Feb. 2 – Feb. 13	February 13, 2026	Feb. 5, 2026
Feb. 6 – Feb. 19	Feb. 16 – Feb. 27	February 27, 2026	Feb. 19, 2026
Feb. 20 – Mar. 5	Mar. 2 – Mar. 13	March 13, 2026	Mar. 5, 2026
Mar. 6 – Mar. 19	Mar. 16 – Mar. 27	March 27, 2026	Mar. 19, 2026
Mar. 20 – Apr. 2	Mar. 30 – Apr. 10	April 10, 2026	Apr. 2, 2026
Apr. 3 – Apr. 16	Apr. 13 – Apr. 24	April 24, 2026	Apr. 16, 2026
Apr. 17 – Apr. 30	Apr. 27 – May 8	May 8, 2026	Apr. 30, 2026
May 1 – May 14	May 11 – May 22	May 22, 2026	May 14, 2026
May 15 – May 28	May 25 – June 5	June 5, 2026	May 28, 2026
May 29 – June 11	June 8 – June 19	June 19, 2026	June 11, 2026
		June 26, 2026 = ½ Pay for 10 Month Salaried Positions	

Special Notes

11 and 12 Month Salaried Employees = 26 Paychecks <small>(07/03/25 to 06/19/26)</small>	10 Month Salaried Employees = 21.5 Paychecks <small>(09/12/25 to 06/26/26)</small>
Tax Shelter Annuity = 10 mo. employees 20 pays (no deduction on 01/30/26) 11 and 12 mo. employees 24 pays (no deductions on 08/29/25 and 01/30/26)	
Health Insurance/Dental Insurance/Flex/Union/NYSUT/Aflac/Guardian = 20 Paychecks from 09/12/25 to 06/19/26 (no deduction on 01/30/26)	
Vote Cope = 15 pays WEU Union = 19 pays	
Graduate Hours due August 15, 2025 = to be paid start of school year or due October 31, 2025 = to be paid by 2nd pay in Nov 2025	
*Any/all payroll information received after the date noted above will not be processed until the following pay date.	