



Gonzales Independent School District

2025-2026 Pay Period Schedule

<u>Substitutes and extra duty are paid according to the following schedule:</u>		Due to Payroll <u>(including True Time time sheets)</u>	PAYDAY <u>(Employees enrolled in direct deposit should have funds available on this date)</u>
Pay Period Begins	Pay Period Ends		
June 22, 2025	July 26, 2025	July 28, 2025	August 26, 2025
July 27, 2025	August 23, 2025	August 25, 2025	September 26, 2025
August 24, 2025	September 27, 2025	September 29, 2025	October 27, 2025
September 28, 2025	October 25, 2025	October 27, 2025	November 21, 2025
October 26, 2025	November 22, 2025	December 1, 2025	December 19, 2025
November 23, 2025	December 13, 2025	December 15, 2025	January 26, 2026
December 14, 2025	January 24, 2026	January 26, 2026	February 26, 2026
January 25, 2026	February 21, 2026	February 23, 2026	March 26, 2026
February 22, 2026	March 28, 2026	March 30, 2026	April 27, 2026
March 29, 2026	April 25, 2026	April 27, 2026	May 26, 2026
April 26, 2026	May 23, 2026	May 26, 2026	June 25, 2026
May 24, 2026	June 20, 2026	June 22, 2026	July 27, 2026
June 21, 2026	July 25, 2026	July 27, 2026	August 26, 2026

Payroll pay periods may change due to unforeseen circumstances. In this event, campuses will be notified.

All information must be turned into the payroll department, complete with all information & approved signatures, on or before the due to payroll date.

Otherwise, payment will be made in the following month.

IMPORTANT INFO: If there are ANY changes to your personal direct deposit information (closed or changed accounts), the payroll department should be notified immediately. To allow adequate processing time, notification should be made no later than the monthly due to payroll date. The first pay check after a direct deposit change may be paid with a live check and not direct deposit. This is sometimes necessary for the banks to make the correct connections to properly deposit the funds.

Gonzales ISD has one payday each month. This is the first district business day after the 25th of the month unless early payment is authorized (ex. November and December when the 25th is during a holiday).