

HENRY COUNTY BOARD OF EDUCATION



SCHOLASTIC PAYROLL CALENDAR



2025-2026

MONTH	PAY MONTH	INPUT DATES	DUE TO PAYROLL	PAY DATE	9 MO CERTIFIED #DAYS
1	AUGUST	07/14/2025 – 08/08/2025	AUGUST 13	08/29/2025	8
2	SEPTEMBER	08/11/2025 – 09/05/2025	SEPTEMBER 10	09/30/2025	19
3	OCTOBER	09/08/2025 – 10/10/2025	OCTOBER 15	10/31/2025	20
4	NOVEMBER	10/13/2025 – 11/07/2025	NOVEMBER 12*	11/21/2025	20
5	DECEMBER	11/10/2025 – 12/05/2025	DECEMBER 10*	12/19/2025	14
6	JANUARY	12/08/2025 – 01/09/2026	JANUARY 14	01/30/2026	15
7	FEBRUARY	01/12/2026 – 02/06/2026	FEBRUARY 11	02/27/2026	19
8	MARCH	02/09/2026 – 03/06/2026	MARCH 11*	03/27/2026	20
9	APRIL	03/09/2026 – 04/10/2026	APRIL 15	04/30/2026	20
10	MAY	04/13/2026 – 05/08/2026	MAY 13	05/27/2026	20
11	JUNE	05/11/2026 – 06/12/2026	JUNE 17	06/30/2026	12
12	JULY	06/15/2026 – 07/10/2026	JULY 15	07/31/2026	
					187

**INDICATES EARLY PAY DAY – PLEASE HAVE PAYROLL IN AS SOON AS POSSIBLE*

- 9 MONTH/182 Day Employees: will follow the 177 day student calendar with the following additional workdays: 08/01/2025, 08/04/2025, 08/05/2025, 08/06/2025 and 01/05/2026
- 9 MONTH TEAMS/189 Day Employees: 2 additional days beyond 187 day employees
- 10 MONTH/202 Day Employees, Including CTE: 10 days prior (July 16, 2025) to 187 day employees and 5 days after (June 3, 2026)
- 11 MONTH/222 Day Employees: 15 days prior (July 9, 2025) to 187 day employees and 20 days after (June 25, 2026)
- 12 MONTH/240 Day Employees
- The last working day for 9 month employees will be May 27, 2026

The Superintendent and/or your supervisor may adjust your workdays accordingly

Payroll is due in the central office no later than 8:00 a.m. on the due dates scheduled