

2023 - 2024 Payroll Schedule

<u>CHECK #</u>	<u>PAY DATE</u>	<u>DAY OF THE WEEK</u>	<u>NOTES</u>	<u>PERIOD COVERED (SALARY EMPLOYEES)</u>	<u>PERIOD COVERED (TIMESHEETS & SUBSTITUTES)</u>	<u>PAPER TIMESHEETS (& Sub Reports) DUE DATE TO PAYROLL BY 4:00 PM</u>	<u>ELECTRONIC TIMESHEET APPROVAL EMPLOYEE</u>	<u>ELECTRONIC TIMESHEET APPROVAL 1ST LEVEL SUPRV</u>	<u>ELECTRONIC TIMESHEET APPROVAL 2ND LEVEL SUPRV</u>
1	July 14th, 2023	Friday	15th on Sat.	07/01/23 - 07/15/23	06/16/23 - 06/30/23	07/05/23	07/03/23	07/06/23	07/10/23
2	July 28th, 2023	Friday	30th on Sun.	07/16/23 - 07/31/23	07/01/23 - 07/15/23	07/19/23	07/18/23	07/20/23	07/24/23
3	Aug 15th, 2023	Tuesday		08/01/23 - 08/15/23	07/16/23 - 07/31/23	08/04/23	08/03/23	08/07/23	08/09/23
4	Aug 30th, 2023	Wednesday		08/16/23 - 08/31/23	08/01/23 - 08/15/23	08/21/23	08/18/23	08/22/23	08/24/23
* 5	Sep 15th, 2023	Friday		09/01/23 - 09/15/23	08/16/23 - 08/31/23	09/06/23	09/05/23	09/07/23	09/11/23
6	Sep 29th, 2023	Friday	30th on Sat.	09/16/23 - 09/30/23	09/01/23 - 09/15/23	09/20/23	09/19/23	09/21/23	09/25/23
7	Oct 13th, 2023	Friday	15th on Sun.	10/01/23 - 10/15/23	09/16/23 - 09/30/23	10/03/23	10/02/23	10/04/23	10/06/23
8	Oct 30th, 2023	Monday		10/16/23 - 10/31/23	10/01/23 - 10/15/23	10/19/23	10/18/23	10/20/23	10/24/23
9	Nov 15th, 2023	Wednesday		11/01/23 - 11/15/23	10/16/23 - 10/31/23	11/03/23	11/02/23	11/06/23	11/08/23
10	Nov 30th, 2023	Thursday		11/16/23 - 11/30/23	11/01/23 - 11/15/23	11/17/23	11/16/23	11/20/23	11/22/23
11	Dec 15th, 2023	Friday		12/01/23 - 12/15/23	11/16/23 - 11/30/23	12/06/23	12/05/23	12/07/23	12/11/23
12	Dec 29th, 2023	Friday	30th on Sat.	12/16/23 - 12/31/23	12/01/23 - 12/15/23	12/19/23	12/18/23	12/20/23	12/22/23
13	Jan 12th, 2024	Friday	15th on Holiday Mon.	01/01/24 - 01/15/24	12/16/23 - 12/31/23	01/03/24	01/02/24	01/04/24	01/08/24
14	Jan 30th, 2024	Tuesday		01/16/24 - 01/31/24	01/01/24 - 01/15/24	01/19/24	01/18/24	01/22/24	01/24/24
15	Feb 15th, 2024	Thursday		02/01/24 - 02/15/24	01/16/24 - 01/31/24	02/06/24	02/05/24	02/07/24	02/09/24
16	Feb 29th, 2024	Thursday		02/16/24 - 02/28/24	02/01/24 - 02/15/24	02/20/24	02/16/24	02/21/24	02/23/24
17	Mar 15th, 2024	Friday		03/01/24 - 03/15/24	02/16/24 - 02/28/24	03/06/24	03/05/24	03/07/24	03/11/24
18	Mar 28th, 2024	Thursday	30th on Sat. Friday (Holiday)	03/16/24 - 03/31/24	03/01/24 - 03/15/24	03/19/24	03/18/24	03/20/24	03/22/24
19	Apr 15th, 2024	Monday		04/01/24 - 04/15/24	03/16/24 - 03/31/24	04/04/24	04/03/24	04/05/24	04/09/24
20	Apr 30th, 2024	Tuesday		04/16/24 - 04/30/24	04/01/24 - 04/15/24	04/19/24	04/18/24	04/22/24	04/24/24
21	May 15th, 2024	Wednesday		05/01/24 - 05/15/24	04/16/24 - 04/30/24	05/06/24	05/03/24	05/07/24	05/09/24
22	May 30th, 2024	Thursday		05/16/24 - 05/31/24	05/01/24 - 05/15/24	05/20/24	05/17/24	05/21/24	05/23/24
23	June 14th, 2024	Friday	15th on Sat.	06/01/24 - 06/15/24	05/16/24 - 05/31/24	06/05/24	06/04/24	06/06/24	06/10/24
** 24	June 28th, 2024	Friday	30th on Sun.	06/16/24 - 06/30/24	06/01/24 - 06/15/24	06/18/24	06/17/24	06/20/24	06/24/24
1	July 15th, 2024	Monday		07/01/24 - 07/15/24	06/16/24 - 06/30/24	07/03/24	07/03/24	07/05/24	07/09/24

* Teacher's First Pay (1/20th of Annual Salary)

** Final Pay for 10 mo. and 12 mo. employees. The balloon payment will also be made on this date.

<Note> Checks are delivered to work sites on Pay Date