

## 2023/24 Payroll Processing Schedule

Pay Cycle	Pay Period Ending	Pay Date
July 2023 Extra Duty	7/1-7/31	8/31/2023
Regular	7/1-7/31	7/31/2023
Regular	8/1-8/31	8/31/2023
Regular	9/1-9/30	9/29/2023
Regular	10/1-10/31	10/31/2023
Regular	11/1-11/30	11/30/2023
Regular	12/1-12/31	12/21/2023
Regular	1/1-1/31	1/31/2024
Regular	2/1-2/29	2/29/2024
Regular	3/1-3/31	3/28/2024
Regular	4/1-4/30	4/30/2024
Regular	5/1-5/31	5/31/2024
Regular (11 checks)	6/1-6/30	6/14/2024
Regular (12 checks)	6/1-6/30	6/28/2024
Arrears Checks	Fiscal Year	6/27/2024
June Summer Extra Duty	6/1-6/30	7/31/2024
June/July 2024 Summer School	Summer School Sch	7/10/2024

***\*Timecards and Leave forms are no later than the 5th of the following month***

***\* June Summer school timecards due June 28th***

## 2023/24 Payroll Processing Schedule

Pay Cycle	Pay Period Ending	Pay Date
Substitute	7/1-7/31	8/10/2023
Substitute	8/1-8/31	9/8/2023
Substitute	9/1-9/30	10/10/2023
Substitute	10/1-10/31	11/9/2023
Substitute	11/1-11/30	12/8/2023
Substitute	12/1-12/31	1/10/2024
Substitute	1/1-1/31	2/9/2024
Substitute	2/1-2/29	3/8/2024
Substitute	3/1-3/31	4/10/2024
Substitute	4/1-4/30	5/10/2024
Substitute	5/1-5/31	6/10/2024
Substitute	6/1-6/30	7/10/2024

***\*s substitute timecards are due the 1st of every month***