

2024-2025

PAYCHECK SCHEDULE

FOR ALL SUBSTITUTES, EXTRA TIME, LONG TERM SUBS, HOME INSTRUCTION, SUMMER WORK AND/OR ANYTHING OVER AND ABOVE REGULAR PAY

<p><i>*Time Worked the 1st to the 15th is paid on/about the 30th of the current month</i> <i>*Time Worked the 16th to 31st of month is paid on/about the 15th of the month following</i> Payment for time & activities submitted via timesheet/voucher is contingent upon receipt of fully approved documentation. If received after the deadline, payment will be made in the next payroll.</p>		
	SUPERVISOR/PRINCIPAL	
TIME WORKED THRU	MUST APPROVE & PAYROLL	
CUT OFF DATE OF...	OFFICE MUST RECEIVE BY	PAY DATES
6/30/2024	7/3/2024	7/15/2024
7/15/2024	7/18/2024	7/30/2024
7/31/2024	8/5/2024	8/15/2024
8/15/2024	8/20/2024	8/30/2024
8/31/2024	9/5/2024	9/13/2024
9/15/2024	9/18/2024	9/30/2024
9/30/2024	10/03/2024	10/15/2024
10/15/2024	10/18/2024	10/30/2024
10/31/2024	11/5/2024	11/15/2024
11/15/2024	11/20/2024	11/27/2024
11/30/2024	12/4/2024	12/13/2024
12/15/2024	12/16/2024	12/20/2024
<i>Happy New Year</i>		
12/31/2024	1/06/2025	1/15/2025
1/15/2025	1/21/2025	1/30/2025
1/31/2025	2/5/2025	2/14/2025
2/15/2025	2/20/2025	2/28/2025
2/28/2025	3/5/2025	3/14/2025
3/15/2025	3/19/2025	3/28/2025
3/31/2025	4/03/2025	4/11/2025
4/15/2025	4/21/2025	4/30/2025
4/30/2025	5/5/2025	5/15/2025
5/15/2025	5/20/2025	5/30/2025
5/31/2025	6/4/2025	6/13/2025
6/15/2025	6/16/2025	**6/20/2025
6/30/2025	07/03/2025	7/15/2025
Updated 7/9/2024 by Joni Millier		**date subject to change to 6/30/2025 for anything other than regular pay**