



PAY SCHEDULE FOR 2023-2024

LEAVE/PAY PERIODS	DUE DATES	# OF DAYS	PROCESSED	PAY DATE
Jul 01 – Jul 08	Jul 10	05	Jul 24	Jul 31, 2023
Jul 09 – Aug 05	Aug 10	20	Aug 24	Aug 31, 2023
Aug 06 – Sep 02	Sep 08	20	Sep 22	Sep 29, 2023
Sept 03 – Sep 30	Oct 10	20	Oct 24	Oct 31, 2023
Oct 01 – Nov 04	Nov 09	25	Nov 16	Nov 30, 2023
Nov 05 – Dec 02	Dec 06	25	Dec 13	Dec 20, 2023
Dec 03 – Jan 06	Jan 10	25	Jan 19	Jan 26, 2024
Jan 07 – Feb 03	Feb 08	20	Feb 22	Feb 29, 2024
Feb 04 – Mar 02	Mar 08	20	Mar 22	Mar 29, 2024
Mar 03– Apr 06	Apr 12	25	Apr 23	Apr 30, 2024
Apr 07 – May 04	May 10	20	May 24	May 31, 2024
May 05 – Jun 01	Jun 07	20	Jun 21	Jun 28, 2024
Jun 02 – Jun 29	Jul 5	20		

Please use this schedule to:

- Verify leave taken is posted correctly. *Should you find an error, please contact the time reporter at the school.*
- Confirm deadline to turn in time sheets for extra duties. Any timesheet received after the due date is not guaranteed to be paid out until the next pay period.