

2023-2024 Pay Cycle (August Pay Cycle)

August 1, 2023 - July 31, 2024 Work Cycle

Custodians, Maintenance & Mechanics hired before Feb 1, 2018 & Child Nutrition, Day Care & Transportation hired before Aug 1, 2015

Semi-Monthly Payroll Dates -- Based on 24 pay periods

Pay Cycle changed from Bi-Weekly to Semi-Monthly (twice a month) in 2023-24

Substitute Work Days, Extra Duty,

Pay Dates

Auxiliary Over/Under adjustments, etc.

1	August 4	Jul 9 - Jul 22	
2	August 18	Jul 23 - Aug 5	
3	September 1	Aug 6 - Aug 19	
4	September 19	Aug 20 - Sep 2	
5	October 4	Sep 3 - Sep 16	
6	October 19	Sep 17 - Sep 30	
7	November 3	Oct 1 - Oct 21	3 weeks of sub pay, over/under adjustments / extra duty
8	November 17	Oct 22 - Nov 4	
9	December 4	Nov 5 - Nov 18	
10	December 19	Nov 19 - Dec 2	
11	January 4	Dec 3 - Dec 16	
12	January 19	Dec 17 - Dec 30	
13	February 2	Dec 31 - Jan 20	3 weeks of sub pay, over/under adjustments / extra duty
14	February 16	Jan 21 - Feb 3	
15	March 4	Feb 4 - Feb 17	
16	March 19	Feb 18 - Mar 2	
17	April 4	Mar 3 - Mar 16	
18	April 19	Mar 17 - Mar 30	
19	May 3	Mar 31 - Apr 20	3 weeks of sub pay, over/under adjustments / extra duty
20	May 17	Apr 21 - May 4	
21	June 4	May 5 - May 18	
22	June 18	May 19 - Jun 1	
23	July 3	Jun 2 - Jun 22	3 weeks of sub pay, over/under adjustments / extra duty
24	July 19	Jun 23 - Jul 6	
		Jul 7 - Jul 20	(2024-2025 cycle)

All Monthly employees (administrators, teachers, and para professionals) are paid on the 15th of each month unless the 15th falls on a weekend or holiday. Then the payroll is processed the day prior to the weekend / holiday.

All Semi-Monthly employees / extra pay (auxiliary, substitutes, extra duty pay, etc.) are paid on the 4th and 19th of each month beginning in September 2023. If the 4th or 19th falls on a weekend or holiday, then payroll is processed the day prior to the weekend / holiday.