

2023-2024 Pay Cycle (September Pay Cycle)

August 1, 2023 - July 31, 2024 Work Cycle

Custodians, Maintenance & Mechanics hired after Feb 1, 2018 & Child Nutrition, Day Care & Transportation hired after 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,
Auxiliary Over/Under adjustments, etc.

Pay Dates

		Jul 23 - Aug 5	(2022-23 cycle)
1	September 1	Aug 6 - Aug 19	
2	September 19	Aug 20 - Sep 2	
3	October 4	Sep 3 - Sep 16	
4	October 19	Sep 17 - Sep 30	
5	November 3	Oct 1 - Oct 21	3 weeks of sub pay, over/under adjustments / extra duty
6	November 17	Oct 22 - Nov 4	
7	December 4	Nov 5 - Nov 18	
8	December 19	Nov 19 - Dec 2	
9	January 4	Dec 3 - Dec 16	
10	January 19	Dec 17 - Dec 30	
11	February 2	Dec 31 - Jan 20	3 weeks of sub pay, over/under adjustments / extra duty
12	February 16	Jan 21 - Feb 3	
13	March 4	Feb 4 - Feb 17	
14	March 19	Feb 18 - Mar 2	
15	April 4	Mar 3 - Mar 16	
16	April 19	Mar 17 - Mar 30	
17	May 3	Mar 31 - Apr 20	3 weeks of sub pay, over/under adjustments / extra duty
18	May 17	Apr 21 - May 4	
19	June 4	May 5 - May 18	
20	June 18	May 19 - Jun 1	
21	July 3	Jun 2 - Jun 22	3 weeks of sub pay, over/under adjustments / extra duty
22	July 19	Jun 23 - Jul 6	
23	August 2	Jul 7 - Jul 20	
24	August 19	Jul 21 - Aug 3	
		Aug 4 - Aug 17	(2024-25 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.