

2023-2024

PAYCHECK SCHEDULE

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

<p align="center"><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></p>		
	SUPERVISOR/PRINCIPAL	
TIME WORKED THRU	MUST APPROVE & PAYROLL	
CUT OFF DATE OF...	OFFICE MUST RECEIVE BY	PAY DATES
6/30/2023	7/07/2023	7/14/2023
7/15/2023	7/19/2023	7/28/2023
7/31/2023	8/3/2023	8/15/2023
8/15/2023	8/18/2023	8/30/2023
8/31/2023	9/6/2023	9/15/2023
9/15/2023	9/20/2023	9/29/2023
9/30/2023	10/4/2023	10/13/2023
10/15/2023	10/18/2023	10/30/2023
10/31/2023	11/3/2023	11/15/2023
11/15/2023	11/20/2023	11/30/2023
11/30/2023	12/5/2023	12/15/2023
12/15/2023	12/18/2023	12/21/2023
<i>Happy New Year</i>		
12/31/2023	1/4/2024	1/12/2024
1/15/2024	1/18/2024	1/30/2024
1/31/2024	2/5/2024	2/15/2024
2/15/2024	2/21/2024	2/29/2024
2/29/2024	3/5/2024	3/15/2024
3/15/2024	3/20/2024	3/28/2024
3/31/2024	4/8/2024	4/15/2024
4/15/2024	4/18/2024	4/30/2024
4/30/2024	5/3/2024	5/15/2024
5/15/2024	5/20/2024	5/30/2024
5/31/2024	6/5/2024	6/14/2024
6/15/2024	6/17/2024	**6/21/2024
6/30/2024	7/3/2024	7/15/2024
		**date subject to change
	Updated 5/05/2023 by Joni Millier	