

# 2024-2025 GENERAL PAYROLL SCHEDULE FOR PART-TIME, HOME INSTRUCTION, SUPPLEMENTAL AND OVERTIME PAY

24-25 Payroll Schedule						Revised April 25, 2024
12-month Employees	10-month Employees	Timesheets Time Period Due to Payroll		Timesheets Date Due to Payroll	Pay Day	
1		Start Date	End Date		July 3, 2024	12-month Staff Only
2		June 22	Jul 5	Jul 8, 2024	July 18, 2024	
3		Jul 6	Jul 19	Jul 22, 2024	August 1, 2024	
4		Jul 20	Aug 2	Aug 5, 2024	August 15, 2024	
5		Aug 3	Aug 16	Aug 19, 2024	August 30, 2024	Free Pay – Mandatory Deductions Only
6	1	Aug 17	Aug 30	Sep 3, 2024	September 13, 2024	
7	2	Aug 31	Sept 13	Sep 16, 2024	September 27, 2024	
8	3	Sept 14	Sept 27	Sep 30, 2024	October 11, 2024	
9	4	Sept 28	Oct 11	Oct 15, 2024	October 25, 2024	
10	5	Oct 12	Oct 25	Oct 28, 2024	November 6, 2024	
11	6	Oct 26	Nov 9	Nov 12, 2024	November 22, 2024	
12	7	Nov 10	Nov 22	Nov 25, 2024	December 6, 2024	
13	8	Nov 23	Dec 6	Dec 9, 2024	December 20, 2024	
14	9	Dec 7	Dec 20	Dec 23, 2024	January 3, 2025	
15	10	Dec 21	Jan 3	Jan 6, 2025	January 17, 2025	
16	11	Jan 4	Jan 17	Jan 21, 2025	January 31, 2025	Free Pay – Mandatory Deductions Only
17	12	Jan 18	Jan 31	Feb 3, 2025	February 14, 2025	
18	13	Feb 1	Feb 14	Feb 18, 2025	February 28, 2025	
19	14	Feb 15	Feb 28	Mar 3, 2025	March 14, 2025	
20	15	Mar 1	Mar 14	Mar 17, 2025	March 28, 2025	
21	16	Mar 15	Mar 28	Apr 1, 2025	April 11, 2025	
22	17	Mar 29	Apr 11	Apr 11, 2025*	April 17, 2025	*Timesheets due to PR Friday for short turn-over period (back-to-back PR)
23	18	Apr 12	Apr 18	Apr 28, 2025	May 9, 2025	
24	19	Apr 19	May 9	May 12, 2025	May 23, 2025	
25	20	May 10	May 23	May 27, 2025	June 6, 2025	
26	21	May 24	Jun 6	June 9, 2025	June 20, 2025	12-month Last Pay of the School Year *10-month salary will be paid on the last day of work.

**\*\*All 10-month employee's A2 Contracts, Class Coverages etc. must be submitted by June 20, 2025\*\***