

Pay Dates for 2024-25 School Year

Hourly Payroll

Paid on 15th & Last Business Day of Month
Classified Employees, Hourly Employees

Pay Period	Hours Worked	Deadline	Payday
HRLY 01.00	July 1st - 15th	7/22/2024 4:30 PM	July 31, 2024
HRLY 02.00	July 16th - 31st	8/6/2024 4:30 PM	August 15, 2024
HRLY 03.00	August 1st - 15th	8/21/2024 4:30 PM	August 30, 2024
HRLY 04.00	August 16th - 31st	9/4/2024 4:30 PM	September 13, 2024
HRLY 05.00	September 1st - 15th	9/19/2024 4:30 PM	September 30, 2024
HRLY 06.00	September 16th - 30th	10/3/2024 4:30 PM	October 15, 2024
HRLY 07.00	October 1st - 15th	10/22/2024 4:30 PM	October 31, 2024
HRLY 08.00	October 16th - 31st	11/5/2024 4:30 PM	November 15, 2024
HRLY 09.00	November 1st - 15th	11/18/2024 4:30 PM	November 27, 2024
HRLY 10.00	November 16th - 30th	12/4/2024 4:30 PM	December 13, 2024
HRLY 11.00	December 1st - 15th	12/19/2024 4:30 PM	December 31, 2024
HRLY 12.00	December 16th - 31st	1/6/2025 4:30 PM	January 15, 2025
HRLY 13.00	January 1st - 15th	1/22/2025 4:30 PM	January 31, 2025
HRLY 14.00	January 16th - 31st	2/5/2025 4:30 PM	February 14, 2025
HRLY 15.00	February 1st - 15th	2/19/2025 4:30 PM	February 28, 2025
HRLY 16.00	February 16th - 28th	3/5/2025 4:30 PM	March 14, 2025
HRLY 17.00	March 1st - 15th	3/20/2025 4:30 PM	March 31, 2025
HRLY 18.00	March 16th - 31st	4/4/2025 4:30 PM	April 15, 2025
HRLY 19.00	April 1st - 15th	4/21/2025 4:30 PM	April 30, 2025
HRLY 20.00	April 16th - 30th	5/6/2025 4:30 PM	May 15, 2025
HRLY 21.00	May 1st - 15th	5/20/2025 4:30 PM	May 30, 2025
HRLY 22.00	May 16th - 31st	6/4/2025 4:30 PM	June 13, 2025
HRLY 23.00	June 1st - 15th	6/18/2025 4:30 PM	June 30, 2025
HRLY 24.00	June 16th - 30th	7/3/2025 4:30 PM	July 15, 2025

- o TimeClockPlus entries should be approved by employee daily for previous day & Supervisor approvals need to be finalized by Tuesday of following week. Payroll will close the prior week at noon on Wednesdays.
- o Extra Duty is paid the month following the work on the next regularly scheduled payroll for the employee. If extra duty is not received before the deadline, it will be paid the following month.
- o Payroll dates are subject to change as per the Collective Bargaining Agreements

Pay Dates for 2024-25 School Year
End of month Payroll
Paid Last Business Day of Month
Administrators, Licensed Professionals, Classified Exempt

Pay Period	Hours Worked	Deadline	Payday
EOM 01.99	July	7/17/2024 4:30 PM	July 26, 2024 *MECP ONLY*
EOM 01.00		7/22/2024 4:30 PM	July 31, 2024 *ADMIN, CLASS -Exempt
EOM 02.00	August	8/21/2024 4:30 PM	August 30, 2024
EOM 03.00	September	9/19/2024 4:30 PM	September 30, 2024
EOM 04.00	October	10/22/2024 4:30 PM	October 31, 2024
EOM 05.99	November	11/13/2024 4:30 PM	November 22, 2024 *MECP ONLY*
EOM 05.00		11/18/2024 4:30 PM	November 27, 2024 *ADMIN, CLASS -Exempt, PK-12 LICN*
EOM 06.00	December	12/11/2024 4:30 PM	December 20, 2024
EOM 07.00	January	1/22/2025 4:30 PM	January 31, 2025
EOM 08.00	February	2/19/2025 4:30 PM	February 28, 2025
EOM 09.99	March	3/12/2025 4:30 PM	March 21, 2025 *MECP ONLY*
EOM 09.00		3/20/2025 4:30 PM	March 31, 2025 *ADMIN, CLASS -Exempt, PK-12 LICN*
EOM 10.00	April	4/21/2025 4:30 PM	April 30, 2025
EOM 11.00	May	5/20/2025 4:30 PM	May 30, 2025
EOM 16.00	June	5/29/2025 4:30 PM	June 13, 2025 *MECP SALARY ONLY*
EOM 13, 14 & 15	June, July, August	5/29/2025 4:30 PM	June 13, 2025 *PK-12 LICN SALARY Only*
EOM 12.00	June	6/18/2025 4:30 PM	June 30, 2025 *ADMIN, CLASS -Exempt*

o Extra Duty is paid the month following the work on the next regularly scheduled payroll for the employee. May and June LICN extra duty are paid on June 30th or July 15th
If extra duty is not received before the deadline, it will be paid the following month.

o **Payroll dates are subject to change as per the Collective Bargaining Agreements**