

Pay Periods and Due Dates

Certificated

Pay Cycle	Month	Pay Period for Extra Duty & Substitutes	Timecards due to Payroll by noon on:	Pay Date
01A	JUL	07/01/24 to 07/09/24	07/11/24	07/31/24
02A	AUG	07/10/24 to 08/09/24	08/13/24	08/30/24
03A	SEP	08/10/24 to 09/09/24	09/11/24	09/30/24
04A	OCT	09/10/24 to 10/09/24	10/11/24	10/31/24
05A	NOV	10/10/24 to 11/09/24	11/12/2024 end of day	11/27/24
06A	DEC	11/10/24 to 12/09/24	12/11/24	01/02/25
07A	JAN	12/10/24 to 01/09/25	01/13/25	01/31/25
08A	FEB	01/10/25 to 02/09/25	2/11/2025 end of day	02/28/25
09A	MAR	02/10/25 to 03/09/25	03/11/25	03/31/25
10A	APR	03/10/25 to 04/09/25	04/11/25	04/30/25
11A	MAY	04/10/25 to 05/09/25	05/13/25	05/30/25
12A	JUN	05/10/25 to 06/09/25	06/11/25	06/30/25
AP		06/10/25 to 06/30/25	7/1/2025 end of day	07/31/25

*Some due dates have been shortened due to weekends/holiday

Classified

Pay Cycle	Month	Pay Period for Hourly, Extra Duty Timecards & Substitutes	* Timecards due to Payroll by noon on:	Pay Date
01B	JUL	07/01/24 to 07/14/24	07/16/24	08/09/24
02B	AUG	07/15/24 to 08/14/24	08/16/24	09/10/24
03B	SEP	08/15/24 to 09/14/24	09/17/24	10/10/24
04B	OCT	09/15/24 to 10/14/24	10/16/24	11/08/24
05B	NOV	10/15/24 to 11/14/24	11/18/24	12/10/24
06B	DEC	11/15/24 to 12/14/24	12/16/2024 end of day	01/10/25
07B	JAN	12/15/24 to 01/14/25	01/16/25	02/10/25
08B	FEB	01/15/25 to 02/14/25	2/18/2025 end of day	03/10/25
09B	MAR	02/15/25 to 03/14/25	03/18/25	04/10/25
10B	APR	03/15/25 to 04/14/25	04/16/25	05/09/25
11B	MAY	04/15/25 to 05/14/25	05/16/25	06/10/25
12B	JUN	05/15/25 to 06/14/25	06/17/25	07/10/25
AP		06/15/25 to 06/30/25	7/1/2025 end of day	08/08/25

*Some due dates have been shortened due to weekends/holiday