

## SUBSTITUTES & EXTRA TIME PAY SCHEDULE

### 2023-2024 School Year

ALL NEW EMPLOYEES ARE REQUIRED TO USE DIRECT DEPOSIT

<u>PERIOD COVERED</u>				<u>PAY DATE</u>	
August	19 –	September	1	September	15
September	2 –	September	15	September	29 3 <sup>rd</sup> pay
September	16 –	September	29	October	13
September	30 –	October	13	October	27
October	14 –	October	27	November	9
October	28 –	November	10	November	22
November	11 –	November	24	December	8
November	25 –	December	8	December	22
December	9 –	December	22	January	5
December	23 –	January	5	January	19
January	6 –	January	19	February	2
January	20 –	February	2	February	16
February	3 –	February	16	March	1
February	17 –	March	1	March	15
March	2 –	March	15	March	28 3 <sup>rd</sup> Pay
March	16 –	March	29	April	12
March	30 –	April	12	April	26
April	13 –	April	26	May	10
April	27 –	May	10	May	24
May	11 –	May	24	June	7
May	25 –	June	7	June	21
June	8 –	June	21	July	5
June	22 –	July	5	July	19
July	6 –	July	19	August	2
July	20 –	August	2	August	16
August	3 –	August	16	August	30 3 <sup>rd</sup> Pay

Full-time employees are paid 1/26<sup>th</sup> of their yearly salaries each pay date starting with the July 19, 2024 paycheck. The statement on your paycheck regarding “pay period” refers only to the pay period for extra time and for substitute pay, which are based on a time card.

Used sick leave, personal leave, vacation leave or compensatory time for 12 month employees are posted from filed affidavits and are therefore two weeks behind.