

2023-2024 PAYROLL CALENDAR

AUGUST 2023

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

11—Payroll Cut-Off
14,15—Optional Teacher Workday
16,17,18—Mandatory Teacher Workday
18—Pay Day 12 Month Hourly and Salaried Employees
31—Pay Day 10 Month Salaried Employees

SEPTEMBER 2023

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4—Labor Day Holiday
8—Payroll Cut-Off
15—Pay Day All Employees (First Pay Day
10 Month Hourly Employees)

OCTOBER 2023

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13—Optional Teacher Workday
13—Payroll Cut-Off
20—Pay Day

NOVEMBER 2023

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

10—Veterans Day and Payroll Cut-Off
17—Pay Day
22 - Annual Leave Day
23,24—Thanksgiving Holiday

DECEMBER 2023

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

8—Payroll Cut-Off
15—Pay Day
21—Optional Teacher Workday
22,28,29—Annual Leave Day
25,26,27—Christmas Holiday

JANUARY 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1—New Year's Holiday 2—Annual Leave Day
3—Optional Teacher Workday
12—Payroll Cut-Off
15—Martin Luther King Jr. Holiday
19—Pay Day

FEBRUARY 2024

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

9—Payroll Cut-Off
16—Optional Teacher Workday (Flex)
16—Pay Day

MARCH 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

5—OTWD (Election Day)
8—Payroll Cut-Off
15—Pay Day
29—Optional Teacher Workday

APRIL 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1—Easter Holiday
2-5—Annual Leave Days
12—Payroll Cut-Off
19—Pay Day

MAY 2024

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10—Payroll Cut-Off
17—Pay Day (Last Pay Day for 10 Month Salaried Employees)
27—Memorial Day Holiday
28-31—Optional Teacher Workdays

JUNE 2024

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

3-6—Optional Teacher Workdays
7—Annual Leave Day
14—Payroll Cut-Off
21—Pay Day (Last Pay Day 10 Month Hourly Employees)

LEGEND

17 OTWD	3MTWD	10 Annual Leave
11 Holidays	5 Early Release	
Payroll Cut-Off	Pay Days	