



2023 - 2024

PAYROLL MONTH	PAYDAY	TIMESHEETS LEAVE SLIPS DUE FIRST FRIDAY EVERY MONTH	PAY PERIOD TIMESHEETS & LEAVE SLIPS DUE
JULY	14TH	7-Jul	JUNE 5 - JULY 7 (PT & AE EMP)
AUGUST	15TH	3-Aug	JULY 10 - AUGUST 4
SEPTEMBER	15TH	1-Sep	AUGUST 7 - SEPTEMBER 1
OCTOBER	13TH	6-Oct	SEPTEMBER 5 - OCTOBER 6
NOVEMBER	15TH	3-Nov	OCTOBER 9 - NOVEMBER 3
DECEMBER	15TH	1-Dec	NOVEMBER 6 - DECEMBER 1
JANUARY	15TH	5-Jan	DECEMBER 4 - JANUARY 5
FEBRUARY	15TH	2-Feb	JANUARY 8 - FEBRUARY 2
MARCH	15TH	1-Mar	FEBRUARY 5 - MARCH 1
APRIL	15TH	29-Mar	MARCH 4 - MARCH 29 LEAVE WILL NEED TO BE ENTERED BY MARCH 29TH
MAY	15TH	3-May	APRIL 8 - MAY 3
JUNE	14TH	7-Jun	MAY 6 - JUNE 7

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ESY SUMMER PAY	PAY DAY	TIME FRAME
JULY	15th	JUNE 26 - JULY 6
AUGUST	15TH	JULY 10 - JULY 20