



**Schedule of Payroll Check Dates  
2023-2024 Fiscal Year**

PAYROLL DEPARTMENT

12 Month Employees Bi-Weekly					9, 10 & 11 Month Employees Semi-Monthly					Workshop/Stipends				
Pay Begin Date	Pay End Date	Check DATE	Due to Payroll By Noon on		Pay Begin Date	Pay End Date	Check DATE	Due to Payroll By 4:30pm on		Pay Begin Date	Pay End Date	Check DATE	Due to Payroll By 4:30pm on	
M-1	07/01/23	07/14/23	07/21/23	07/17/23	D-2	07/14/23	07/14/23 (D)	07/14/23		WK-1	07/01/23	07/31/23	08/25/23	08/01/23
M-2	07/15/23	07/28/23	08/04/23	07/31/23	D-3	07/28/23	07/28/23 (D)	07/28/23		WK-2	08/01/23	08/31/23	09/26/23	09/01/23
M-3	07/29/23	08/11/23	08/18/23	08/14/23	D-4	08/15/23	08/15/23 (D)	08/15/23		WK-3	09/01/23	09/30/23	10/26/23	10/02/23
M-4	08/12/23	08/25/23	09/01/23	08/28/23	S-1	07/01/23	07/19/23 (B)	07/27/23	07/20/23	WK-4	10/01/23	10/31/23	11/27/23	11/01/23
M-5	08/26/23	09/08/23	09/14/23 THUR	09/11/23	S-2	07/20/23	07/31/23 (C)	08/11/23	08/01/23	WK-5	11/01/23	11/30/23	12/21/23	12/01/23
M-6	09/09/23	09/22/23	09/28/23 THUR	09/25/23	S-3	08/01/23	08/14/23 (A)	08/31/23	08/15/23	WK-6	12/01/23	12/31/23	01/26/24	01/05/24
M-7	09/23/23	10/06/23	10/12/23 THUR	10/09/23	S-4	08/15/23	08/25/23	09/15/23	08/28/23	WK-7	01/01/24	01/31/24	02/23/24	02/02/24
M-8	10/07/23	10/20/23	10/27/23	10/23/23	S-5	08/26/23	09/08/23	09/29/23	09/11/23	WK-7	01/01/24	01/31/24	02/23/24	02/02/24
M-9	10/21/23	11/03/23	11/09/23 THUR	11/06/23	S-6	09/09/23	09/21/23	10/13/23	09/22/23	WK-8	02/01/24	02/29/24	03/26/24	03/04/24
M-10	11/04/23	11/17/23	11/24/23	11/20/23	S-7	09/22/23	10/04/23	10/31/23	10/05/23	WK-9	03/01/24	03/31/24	04/24/24	04/03/24
M-11	11/18/23	12/01/23	12/08/23	12/04/23	S-8	10/05/23	10/19/23	11/15/23	10/20/23	WK-10	04/01/24	04/30/24	05/23/24	05/01/24
M-12	12/02/23	12/15/23	12/22/23	12/12/23	S-9	10/20/23	11/01/23	11/30/23	11/02/23	WK-11	05/01/24	05/31/24	06/24/24	06/03/24
M-13	12/16/23	12/29/23	01/05/24	12/14/23	S-10	11/02/23	11/14/23	12/15/23	11/15/23	WK-12	06/01/24	06/30/24 (A)	06/25/24	06/18/24
M-14	12/30/23	01/12/24	01/19/24	01/16/24	S-11	11/15/23	12/04/23	12/29/23	12/05/23	(A) Deposited on 7/05/24				
M-15	01/13/24	01/26/24	02/02/24	01/29/24	S-12	12/05/23	12/15/23	01/12/24	01/04/24	<b>In Parish Travel Reimbursement</b>				
M-16	01/27/24	02/09/24	02/16/24	02/08/24	S-13	12/16/23	01/18/24 (A)	01/31/24	01/19/24					All travel forms are due by the last business day of the month following travel. Example: Travel in January due by last day of February.
M-17	02/10/24	02/23/24	03/01/24	02/26/24	S-14	01/19/24	01/31/24	02/15/24	02/01/24					
M-18	02/24/24	03/08/24	03/14/24 THUR	03/11/24	S-15	02/01/24	02/16/24	02/29/24	02/19/24					
M-19	03/09/24	03/22/24	03/28/24 THUR	03/25/24	S-16	02/17/24	02/29/24	03/15/24	03/01/24					
M-20	03/23/24	04/05/24	04/12/24	04/08/24	S-17	03/01/24	03/13/24	03/29/24	03/14/24					
M-21	04/06/24	04/19/24	04/26/24	04/22/24	S-18	03/14/24	03/26/24	04/15/24	03/27/24					
M-22	04/20/24	05/03/24	05/10/24	05/06/24	S-19	03/27/24	04/16/24	04/30/24	04/17/24					
M-23	05/04/24	05/17/24	05/24/24	05/20/24	S-20	04/17/24	04/29/24	05/15/24	04/30/24					
M-24	05/18/24	05/31/24	06/07/24	06/03/24	S-21	04/30/24	05/10/24	05/31/24	05/13/24					
M-25	06/01/24	06/14/24	06/21/24	06/13/24	S-22	05/11/24	05/23/24	06/14/24	05/24/24					
M-26	06/15/24	06/30/24	06/30/24 (A)	06/28/24	S-23	05/24/24	06/07/24 (F)	06/18/24	06/10/24					
					S-24	06/08/24	06/30/24 (E)	06/20/24	06/26/24					
					D-1	06/28/24	06/28/24 (D)	06/28/24						
(A) 10 Day Check-deposited 07/05/24					(A) Certified 10 Day Checks									
					(B) 11 Mth Checks(60 hrs 11mth)									
					(C) 10/11 Mth Checks(80 hrs 10mth,60 hrs 11mth)									
					(D) Deferred Pay									
					(E) 11 Month Checks (120 hours)-deposited 07/11/24									
					(F) 10/11 Mth Checks(80 hrs 10mth,80 hrs 11mth)									
Total of 260 Paid Days														
EBR/NRH/KP/ex>2223PRCAL-V1-05/05/23														
										(A) Deposited on 7/17/23 (B) Deposited on 7/17/24				