

BIWEEKLY PAYROLL SCHEDULE

2024-2025

PPD #	PAY PERIOD	TIMECARDS DUE (EMPLOYEE)			TIMECARDS DUE (SUPERVISOR)			PAYDAY
1	08/17 - 08/30	FRI	08/30	9:00 AM	FRI	08/30	11:00 AM	FRI 09/06
2	08/31 - 09/13	FRI	09/13	9:00 AM	FRI	09/13	11:00 AM	FRI 09/20 (A)
3	09/14 - 09/27	FRI	09/27	9:00 AM	FRI	09/27	11:00 AM	FRI 10/04
4	09/28 - 10/11	THU	10/10	9:00 AM	THU	10/10	11:00 AM	THU 10/17
5	10/12 - 10/25	FRI	10/25	9:00 AM	FRI	10/25	11:00 AM	FRI 11/01 (B)
6	10/26 - 11/08	FRI	11/08	9:00 AM	FRI	11/08	11:00 AM	FRI 11/15
7	11/09 - 11/22	FRI	11/22	9:00 AM	FRI	11/22	11:00 AM	TUE 11/26 ★
8	11/23 - 12/06	FRI	12/06	9:00 AM	FRI	12/06	11:00 AM	FRI 12/13 (C)
9	12/07 - 12/20	WED	12/11	9:00 AM	WED	12/11	11:00 AM	FRI 12/27 (D)
10	12/21 - 01/03	FRI	12/13	9:00 AM	FRI	12/13	11:00 AM	FRI 01/10 (D)
11	01/04 - 01/17	FRI	01/17	9:00 AM	FRI	01/17	11:00 AM	FRI 01/24
12	01/18 - 01/31	FRI	01/31	9:00 AM	FRI	01/31	11:00 AM	FRI 02/07 (E)
13	02/01 - 02/14	FRI	02/14	9:00 AM	FRI	02/14	11:00 AM	FRI 02/21
14	02/15 - 02/28	FRI	02/28	9:00 AM	FRI	02/28	11:00 AM	FRI 03/07
15	03/01 - 03/14	FRI	03/07	9:00 AM	FRI	03/07	11:00 AM	FRI 03/21 (F)
16	03/15 - 03/28	FRI	03/28	9:00 AM	FRI	03/28	11:00 AM	FRI 04/04
17	03/29 - 04/11	FRI	04/11	9:00 AM	FRI	04/11	11:00 AM	THU 04/17
18	04/12 - 04/25	FRI	04/25	9:00 AM	FRI	04/25	11:00 AM	FRI 05/02 (G)
19	04/26 - 05/09	THU	05/08	9:00 AM	THU	05/08	11:00 AM	THU 05/15
20	05/10 - 05/23	THU	05/22	9:00 AM	THU	05/22	11:00 AM	THU 05/29 ★
21	05/24 - 06/06	THU	06/05	9:00 AM	THU	06/05	11:00 AM	THU 06/12 (H)
22	06/07 - 06/20	WED	06/18	9:00 AM	WED	06/18	11:00 AM	THU 06/26 (I)
23	06/21 - 07/04	WED	07/02	9:00 AM	WED	07/02	11:00 AM	THU 07/10 (J)
24	07/05 - 07/18	THU	07/17	9:00 AM	THU	07/17	11:00 AM	THU 07/24
25	07/19 - 08/01	THU	07/31	9:00 AM	THU	07/31	11:00 AM	FRI 08/08
26	08/02 - 08/15	FRI	08/15	9:00 AM	FRI	08/15	11:00 AM	FRI 08/22

***TIMECARDS RECEIVED AFTER THE DEADLINE WILL BE PAID ON THE NEXT SCHEDULED PAYDAY.**

2024-2025 HOLIDAYS

A	Labor Day	09/02	F	Spring Break	03/10 - 03/14
B	Fall Holiday	10/18	G	Spring Holiday	04/18
C	Thanksgiving	11/27 - 11/29	H	Memorial Day	05/26
D	Winter Break	12/16 - 01/03	I	Juneteenth	06/19
E	Martin Luther King Jr.	01/20	J	Independence Day	07/03

★ **Three paychecks in one month; no optional insurance deductions from indicated paycheck.**