

PAY PERIOD SCHEDULE 2025 CALENDAR YEAR

Info Due to Payroll EARLY

Pay Date EARLY

**Employees MUST approve their time weekly every Friday
by midnight OR
Monday morning by 8 am if they worked the weekend.**

Info Due to Payroll

**Supervisor Timeclock Approval
by 12 PM - (NOON)**

**Approved
Time/Stipend
Sheets DUE to
Payroll by 12PM
- (NOON)**

Notes	Pay Date		Pay Period Covered	Wk 1		Wk 2			
Winter Break 12/23/24-1/3/25	Friday	01/03/25	12/09/24 through 12/22/24	Monday	12/16/24	Friday	12/20/24	Friday	12/20/24
Holiday-Wednesday 1/1/25 NEW YEARS DAY	Friday	01/17/25	12/23/24 through 01/05/25	Monday	12/30/24	Monday	01/06/25	Tuesday	01/07/25
	Friday	01/31/25	01/06/25 through 01/19/25	Monday	01/13/25	Monday	01/20/25	Tuesday	01/21/25
Holiday-Monday, 1/20/25 MLK	Friday	02/14/25	01/20/25 through 02/02/25	Monday	01/27/25	Monday	02/03/25	Tuesday	02/04/25
Holiday-Monday, 2/17/25 PRES. DAY	Friday	02/28/25	02/03/25 through 02/16/25	Monday	02/10/25	Tues.	02/18/25	Wed.	02/19/25
	Friday	03/14/25	02/17/25 through 03/02/25	Monday	02/24/25	Monday	03/03/25	Tuesday	03/04/25
	Friday	03/28/25	03/03/25 through 03/16/25	Monday	03/10/25	Monday	03/17/25	Tuesday	03/18/25
Spring Break w/of 3/31/25	Friday	04/11/25	03/17/25 through 03/30/25	Monday	03/24/25	Friday	03/28/25	Friday	03/28/25
	Friday	04/25/25	03/31/25 through 04/13/25	Monday	04/07/25	Monday	04/14/25	Tuesday	04/15/25
	Friday	05/09/25	04/14/25 through 04/27/25	Monday	04/21/25	Monday	04/28/25	Tuesday	04/29/25
	Friday	05/23/25	04/28/25 through 05/11/25	Monday	05/05/25	Monday	05/12/25	Tuesday	05/13/25
Holiday-Monday, 5/26/25 MEM. DAY	Friday	06/06/25	05/12/25 through 05/25/25	Monday	05/19/25	Tues.	05/27/25	Wed.	05/28/25
	Friday	06/20/25	05/26/25 through 06/08/25	Monday	06/02/25	Monday	06/09/25	Tuesday	06/10/25
Holiday-Thursday, 6/19/24 JUNETEENTH	Thursday	07/03/25	06/09/25 through 06/22/25	Monday	06/16/25	Monday	06/23/25	Tuesday	06/24/25
Holiday-Friday, 7/4/25 IND. DAY	Friday	07/18/25	06/23/25 through 07/06/25	Monday	06/30/25	Monday	07/07/25	Tuesday	07/08/25
	Friday	08/01/25	07/07/25 through 07/20/25	Monday	07/14/25	Monday	07/21/25	Tuesday	07/22/25
	Friday	08/15/25	07/21/25 through 08/03/25	Monday	07/28/25	Monday	08/04/25	Tuesday	08/05/25
FIRST TEACHER PAY	Friday	08/29/25	08/04/25 through 08/17/25	Monday	08/11/25	Monday	08/18/25	Tuesday	08/19/25
Holiday-Monday, 9/1/25 LABOR DAY	Friday	09/12/25	08/18/25 through 08/31/25	Monday	08/25/25	Tues.	09/02/25	Wed.	09/03/25
	Friday	09/26/25	09/01/25 through 09/14/25	Monday	09/08/25	Monday	09/15/25	Tuesday	09/16/25
	Friday	10/10/25	09/15/25 through 09/28/25	Monday	09/22/25	Monday	09/29/25	Tuesday	09/30/25
Fall Break w/of 10/06/25	Friday	10/24/25	09/29/25 through 10/12/25	Friday	10/03/25	Monday	10/13/25	Tuesday	10/14/25
	Friday	11/07/25	10/13/25 through 10/26/25	Monday	10/20/25	Monday	10/27/25	Tuesday	10/28/25
	Friday	11/21/25	10/27/25 through 11/09/25	Monday	11/03/25	Monday	11/10/25	Tuesday	11/11/25
T'giving Break w/of 11/24/25	Friday	12/05/25	11/10/25 through 11/23/25	Monday	11/17/25	Friday	11/21/25	Friday	11/21/25
Holiday-Thurs & Fri, 11/27-28 T'GIVING DAY	Friday	12/19/25	11/24/25 through 12/07/25	Monday	12/01/25	Monday	12/08/25	Tuesday	12/09/25