

SAU #39

2024-2025 Paper Timesheet Due Dates and Payroll Schedule

| Month | Paper Timesheets Due | Pay Notes | Pay # | Start Date | End Date | Pay Date | 24 Year Round Employees | Insurance Deductions | | |
|-------|----------------------|--|-------|------------|----------|----------|-------------------------------|--------------------------------|----------------------------|-------------------------|
| | | | | | | | | 20 School Year- Salaried | 16 ASSA Actual Hours | 20 ASSA Equalized |
| JULY | Friday, 06/28/24 | Check Date Wednesday due to Independence Day | 1 | 06/16/24 | 06/29/24 | 07/03/24 | Yes | No | No | No |
| | Friday, 07/12/24 | | 2 | 06/30/24 | 07/13/24 | 07/18/24 | Yes | No | No | No |
| AUG | Friday, 07/26/24 | | 3 | 07/14/24 | 07/27/24 | 08/01/24 | Yes | No | No | No |
| | Friday, 08/09/24 | 1st Pay Teachers | 4 | 07/28/24 | 08/10/24 | 08/15/24 | Yes | No | No | No |
| | Friday, 08/23/24 | | 5 | 08/11/24 | 08/24/24 | 08/29/24 | No | Yes | No | No |
| SEP | Friday, 09/06/24 | | 6 | 08/25/24 | 09/07/24 | 09/12/24 | Yes | Yes | No | Yes |
| | Friday, 09/20/24 | Longevity Pay | 7 | 09/08/24 | 09/21/24 | 09/26/24 | Yes | Yes | Yes | Yes |
| OCT | Friday, 10/04/24 | | 8 | 09/22/24 | 10/05/24 | 10/10/24 | Yes | Yes | Yes | Yes |
| | Friday, 10/18/24 | | 9 | 10/06/24 | 10/19/24 | 10/24/24 | Yes | Yes | Yes | Yes |
| NOV | Friday, 11/01/24 | | 10 | 10/20/24 | 11/02/24 | 11/07/24 | Yes | Yes | Yes | Yes |
| | Friday, 11/15/24 | | 11 | 11/03/24 | 11/16/24 | 11/21/24 | Yes | Yes | Yes | Yes |
| DEC | Friday, 11/29/24 | | 12 | 11/17/24 | 11/30/24 | 12/05/24 | Yes | Yes | Yes | Yes |
| | Friday, 12/13/24 | | 13 | 12/01/24 | 12/14/24 | 12/19/24 | Yes | Yes | Yes | Yes |
| JAN | Friday, 12/27/24 | | 14 | 12/15/24 | 12/28/24 | 01/02/25 | Yes | Yes | No | Yes |
| | Friday, 01/10/25 | | 15 | 12/29/24 | 01/11/25 | 01/16/25 | Yes | Yes | Yes | Yes |
| | Friday, 01/24/25 | | 16 | 01/12/25 | 01/25/25 | 01/30/25 | No | Yes | Yes | Yes |
| FEB | Friday, 02/07/25 | | 17 | 01/26/25 | 02/08/25 | 02/13/25 | Yes | Yes | Yes | Yes |
| | Friday, 02/21/25 | | 18 | 02/09/25 | 02/22/25 | 02/27/25 | Yes | Yes | Yes | Yes |
| MAR | Friday, 03/07/25 | | 19 | 02/23/25 | 03/08/25 | 03/13/25 | Yes | Yes | No | Yes |
| | Friday, 03/21/25 | | 20 | 03/09/25 | 03/22/25 | 03/27/25 | Yes | Yes | Yes | Yes |
| APR | Friday, 04/04/25 | | 21 | 03/23/25 | 04/05/25 | 04/10/25 | Yes | Yes | Yes | Yes |
| | Friday, 04/18/25 | | 22 | 04/06/25 | 04/19/25 | 04/24/25 | Yes | Yes | Yes | Yes |
| MAY | Friday, 05/02/25 | | 23 | 04/20/25 | 05/03/25 | 05/08/25 | Yes | Yes | No | Yes |
| | Friday, 05/16/25 | | 24 | 05/04/25 | 05/17/25 | 05/22/25 | Yes | Yes | Yes | Yes |
| JUNE | Friday, 05/30/25 | 22 Pays/Balloon last check | 25 | 05/18/25 | 05/31/25 | 06/05/25 | Yes | No | Yes | Yes |
| | Friday, 06/13/25 | | 26 | 06/01/25 | 06/14/25 | 06/19/25 | Yes | No | No | No |