

Biweekly Payroll FY 2023-2024

Note: These deadlines are for forms due to the accounting department. If you are completing forms that require the personnel director's signature, please allow sufficient time for the personnel department to process these forms and forward to accounting.

Two week pay period covered Sunday-Saturday	Changes & time sheets due to accounting office	To be effective on pay day	Deduct insurance for month of	Days since last pay day
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22. May 28-June 10	Monday, June 12	Friday, June 23		14
23. June 11-24	Monday, June 26	Friday, July 7	July	14
24. June 25-July 8	Monday, July 10	Friday, July 21		14
25. July 9-July 22	Monday, July 24	Friday, Aug. 4	August	14
26. July 23-Aug 5	Monday, Aug.7	Friday, Aug.18		14

First check of new year for nine month employees

1. Aug.6 - 19	Monday, Aug.21	Friday, Sept. 1		14
2. Aug. 20-Sept. 2	Tuesday, Sept.5	Friday, Sept.15	September	14
3. Sept. 3-16	Monday, Sept.18	Friday, Sept. 29		14
4. Sept. 17- Sept. 30	Monday, Oct. 2	Friday, Oct.13	October	14
5. Oct. 1-Oct 14	Monday, Oct.16	Friday, Oct. 27		14
6. Oct. 15-Oct 28	Monday, Oct. 30	Friday, Nov. 10	November	14
7. Oct. 29-Nov 11	Monday, Nov. 13	Friday, Nov.24	December	14
8. Nov. 12-Nov 25	Monday, Nov. 27	Friday, Dec. 8		14
9. Nov. 26-Dec.09	Monday, Dec.11	Friday, Dec 22	January	14
10. Dec. 10-23	Wed., Dec 20	Friday, Jan.5		14
11. Dec.24-Jan 6	Monday, Jan.8	Friday, Jan.19		14
12. Jan. 7-20	Monday, Jan. 22	Friday, Feb.2	February	14
13. Jan.21-Feb. 3	Monday, Feb.5	Friday, Feb.16		14
14. Feb. 4-Feb17	Monday, Feb. 19	Friday, Mar.1	March	14
15. Feb. 18- Mar 2	Monday, March 4	Friday, Mar.15		14
16. March 3-16	Monday, March 18	Friday, Mar. 29	April	14
17. Mar. 17-Mar 30	Thursday, Mar. 28	Friday, April 12		14
18. Mar 31-April 13	Monday, April 15	Friday, April 26		14
19. Apr. 14-April 27	Monday, April 29	Friday, May 10	May	14
20. Apr 28-May 11	Monday, May 13	Friday, May 24		14
21. May 12-May 25	Tuesday, May 28	Friday, June 7	June	14
22. May 26- June 8	Monday, June 10	Friday, June 21		14
23. June 9-June 22	Monday, June 24	Friday, July 5	July	14
24. Jun 23-July 6	Monday, July 8	Friday, July 19		14
25. July 7- July 20	Monday, July22	Friday, Aug 2	August	14
26. July 21- Aug 3	Monday, August 5	Friday, Aug 16		14