

## SUBSTITUTES & EXTRA TIME PAY SCHEDULE

### 2022-2023 School Year

ALL NEW EMPLOYEES ARE REQUIRED TO USE DIRECT DEPOSIT

<u>PERIOD COVERED</u>				<u>PAY DATE</u>	
August	20 –	September	2	September	16
September	3 –	September	16	September	30 3 <sup>rd</sup> Pay
September	17 –	September	30	October	14
October	1 –	October	14	October	28
October	15 –	October	28	November	10
October	29 –	November	11	November	23
November	12 –	November	25	December	9
November	26 –	December	9	December	22
December	10 –	December	23	January	6
December	24 –	January	6	January	20
January	7 –	January	20	February	3
January	21 –	February	3	February	17
February	4 –	February	17	March	3
February	18 –	March	3	March	17
March	4 –	March	17	March	31 3 <sup>rd</sup> Pay
March	18 –	March	31	April	14
April	1 –	April	14	April	28
April	15 –	April	28	May	12
April	29 –	May	12	May	26
May	13 –	May	26	June	9
May	27 –	June	9	June	23
June	10 –	June	23	July	7
June	24 –	July	7	July	21
July	8 –	July	21	August	4
July	22 –	August	4	August	18
August	5 –	August	18	September	1

Full-time employees are paid 1/26<sup>th</sup> of their yearly salaries each pay date starting with the July 21, 2023 paycheck. The statement on your paycheck regarding “pay period” refers only to the pay period for extra time and for substitute pay, which are based on a time card.

Used sick leave, personal leave, vacation leave or compensatory time for 12 month employees are posted from filed affidavits and are therefore two weeks behind.