

# ALTAR VALLEY SCHOOL DISTRICT

## PAYROLL CALENDAR

### 2024/2025



For the purpose of calculating regular and overtime hours in accordance with wage and hour requirements, the District's designated workweek shall begin at 12:01 am on Thursday and conclude at 12:00 midnight the following Wednesday. PAPERWORK, TIMESHEETS, ABSENT REPORTS ARE NOW DUE THURSDAY at 4PM AFTER Pay period end date. The following Friday is our designated payday.

<u>PR</u>	<u>START</u>	<u>END</u>	<u>PAPERWORK DUE BY 4PM</u>	<u>PAYDATE</u>
1	JULY 1	JULY 10	JULY 11	JULY 18
2	JULY 11	JULY 24	JULY 25	AUG 1
3	JULY 25	AUG 7	AUG 8	AUG 15(1st pay certified & classified)
4	AUG 8	AUG 21	AUG 22	AUG 29 (Deductions start)
5	AUG 22	SEPT 4	SEPT 5	SEPT 12
6	SEPT 5	SEPT 18	SEPT 19	SEPT 26
7	SEPT 19	OCT 2	OCT 3	OCT 10
8	OCT 3	OCT 16	OCT 17	OCT 24
9	OCT 17	OCT 30	OCT 31	NOV 7
10	OCT 31	NOV 13	NOV 14	NOV 21
11	NOV 14	NOV 27	NOV 27	DEC 5
12	NOV 28	DEC 11	DEC 12	DEC 19
13	DEC 12	DEC 25	DEC 20	JAN 2
14	DEC 26	JAN 8	JAN 9	JAN 16
15	JAN 9	JAN 22	JAN 23	JAN 30
16	JAN 23	FEB 5	FEB 6	FEB 13
17	FEB 6	FEB 19	FEB 19	FEB 27
18	FEB 20	MAR 5	MAR 6	MAR 13
19	MAR 6	MAR 19	MAR 20	MAR 27
20	MAR 20	APRIL 2	APRIL 3	APRIL 10
21	APRIL 3	APRIL 16	APRIL 17	APRIL 24
22	APRIL 17	APRIL 30	MAY 1	MAY 8
23	MAY 1	MAY 14	MAY 15	MAY 22 (Deductions End)
23.5	MAY 15	MAY 22	MAY 22	MAY 22 (Certified only)
24	MAY 15	MAY 28	MAY 29	JUNE 5
25	MAY 29	JUNE 11	JUNE 12	JUNE 19
26	JUNE 12	JUNE 25	JUNE 26	JULY 3
27	JUNE 26	JUNE 30	JUNE 30	JULY 3