

## PAYROLL PERIODS AND CHECK DATES 2025-2026

PAYROLL PERIOD	CHECK DATE
June 8 – July 12	Thursday, July 31, 2025
July 13 – August 9	Friday, August 29, 2025
August 10 – September 6	Tuesday, September 30, 2025
September 7 – October 11	Friday, October 31, 2025
October 12 – November 8	Tuesday, November 25, 2025
November 9 – December 6	Friday, December 19, 2025
December 7 – January 10	Friday, January 30, 2026
January 11 – February 14	Friday, February 27, 2026
February 15– March 14	Tuesday, March 31, 2026
March 15 – April 11	Thursday, April 30, 2026
April 12 – May 9	Friday, May 29, 2026
May 10 – June 13	Tuesday, June 30, 2026

\*Payroll period dates and check dates are subject to change.

Actual length of pay periods varies by contract and notice of employment terms. The Payroll Office determines days worked in a payroll period based on classification of employment and terms of contract or notice of employment.

**12-MONTH EMPLOYEES** – Employees who work 12-months are paid 1/12 of their annual salary over 12 months from July 2025 through June 2026.

**11-MONTH EMPLOYEES** – Employees who work 11-months are paid 1/12 of their annual salary over 12 months from August 2025 through July 2026.

**10 and 10.5-MONTH EMPLOYEES** – Employees who work 10 or 10.5-months are paid 1/12 of their annual salary over 12 months from September 2025 through August 2026.

- Employee pay will be adjusted according to the number of remaining contract days if hired mid contract year.

PAYROLL CHANGES MUST BE RECEIVED IN THE PAYROLL OFFICE BY THE 10<sup>TH</sup> OF THE MONTH.