

**CHARITON COMMUNITY SCHOOL DISTRICT
2024-2025 PAYROLL SCHEDULE**

PAYDAY	PERIOD COVERED	TIME SHEETS DUE TO THE DISTRICT OFFICE
20-Aug-24	JULY 1 – AUGUST 3 (5 WEEKS)	9-Aug
20-Sep-24	AUGUST 4 – AUGUST 31 (4 WEEKS)	6-Sep
18-Oct-24	SEPTEMBER 1 - SEPTEMBER 28 (4 WEEKS)	4-Oct
20-Nov-24	SEPTEMBER 29 - OCTOBER 26 (4 WEEKS)	1-Nov
20-Dec-24	OCTOBER 27 – NOVEMBER 23 (4 WEEKS)	6-Dec
17-Jan-25	NOVEMBER 24 - DECEMBER 28 (5 WEEKS)	3-Jan
20-Feb-25	DECEMBER 29 - JANUARY 25 (4 WEEKS)	2-Feb
20-Mar-25	JANUARY 26 – FEBRUARY 22 (4 WEEKS)	28-Feb
18-Apr-25	FEBRUARY 23 - MARCH 29 (5 WEEKS)	4-Apr
20-May-25	MARCH 30 - APRIL 26 (4 WEEKS)	2-May
20-Jun-25	APRIL 27 – MAY 31 (5 WEEKS)	6-Jun
18-Jul-25	JUNE 1 - JUNE 30 (4 WEEKS + 2 DAYS)	7-Jul

PLEASE REMEMBER THAT EACH EMPLOYEE IS RESPONSIBLE FOR SIGNING AND TURNING IN THEIR TIMESHEET BY THE DATE DUE