

Payroll Schedule 2024-2025

To be paid on the date in Column A for dates worked within the range of Column B, approved timesheets MUST be turned into the Payroll Department by date in Column C.

<u>Column A</u>	<u>Column B</u>	<u>Column C</u>
<u>Payroll Date</u>	<u>Payroll Period</u>	<u>Due Date</u>
08/09/2024	07/19/2024 - 08/01/2024	08/02/2024
08/23/2024	08/02/2024 - 08/15/2025	08/16/2024
09/06/2024	08/16/2024 - 08/29/2024	08/30/2024
09/20/2024	08/30/2024 - 09/12/2024	09/13/2024
10/04/2024	09/13/2024 - 09/26/2024	09/27/2024
10/18/2024	09/27/2024 - 10/10/2024	10/11/2024
11/01/2024	10/11/2024 - 10/24/2024	10/25/2024
11/15/2024	10/25/2024 - 11/07/2024	11/08/2024

****Due to Thanksgiving Break, the Payroll Date, Payroll Period, & Due Date have been adjusted.****

11/22/2024	11/08/2024 - 11/14/2024	11/15/2024
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****Due to Winter Break, the Payroll Period, & Due Dates have been adjusted.****

12/13/2024	11/15/2024 - 12/05/2024	12/06/2024
12/20/2024	12/06/2024 - 12/12/2024	12/13/2024
01/10/2025	12/13/2024 - 01/02/2025	01/03/2025
01/24/2025	01/03/2025 - 01/16/2025	01/17/2025
02/07/2025	01/17/2025 - 01/30/2025	01/31/2025
02/21/2025	01/31/2025 - 02/13/2025	02/14/2025
03/07/2025	02/14/2025 - 02/27/2025	02/28/2025

****Due to Spring Break, the Payroll Dates, Payroll Periods, and Due Dates have been adjusted.****

03/14/2025	02/28/2025 - 03/06/2025	03/07/2025
04/04/2025	03/07/2025 - 03/27/2025	03/28/2025
04/18/2025	03/28/2025 - 04/10/2025	04/11/2025
05/02/2025	04/11/2025 - 04/24/2025	04/25/2025
05/16/2025	04/25/2025 - 05/08/2025	05/09/2025
05/30/2025	05/09/2025 - 05/22/2025	05/23/2025
06/13/2025	05/23/2025 - 06/05/2025	06/06/2025
06/27/2025	06/06/2025 - 06/19/2025	06/20/2025

PLEASE NOTE: Extra duty and sub pay for work done between 12/13/2024- 01/02/2025 will be paid on **01/10/2025.**

Summer hours to be determined at a later date.		

If you have any questions regarding this payroll schedule, please contact Sarah or Tracey in the Payroll Department.

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