

2024-2025 MONTHLY PAYROLL CALENDAR

(Professional Staff Only)

<u>Pay Date</u>	<u>Dates Covered</u>	<u>Extra Duty Timesheets Due:</u>
	**For Extra Duty/Docks <u>ONLY</u>	
August 23, 2024	June 30, 2024 - July 27, 2024	August 9, 2024
September 25, 2024	July 28, 2024 - Aug. 31, 2024	September 10, 2024
October 25, 2024	Sept. 1, 2024 - Sept. 28, 2024	October 10, 2024
November 22, 2024	Sept. 29, 2024 - Nov. 2, 2024	November 8, 2024
December 19, 2024	Nov. 3, 2024 - Nov. 30, 2024	December 6, 2024
January 22, 2025	Dec. 1, 2024 - Jan. 4, 2025	January 10, 2025
February 25, 2025	Jan. 5, 2025 - Feb. 1, 2025	February 10, 2025
March 25, 2025	Feb. 2, 2025 - Mar. 1, 2025	March 10, 2025
April 25, 2025	Mar. 2, 2025 - Mar. 29, 2025	April 10, 2025
May 22, 2025	Mar. 30, 2025 - April 26, 2025	May 9, 2025
June 24, 2025	April 27, 2025 - May 31, 2025	June 10, 2025
July 25, 2025	June 1, 2025 - June 28, 2025	July 10, 2025
August 25, 2025	June 29, 2025 - Aug. 2, 2025	August 8, 2025



Payroll Manager:

Jennifer Holdt

Phone: (972) 617-4017

Email: Jennifer.holdt@redoakisd.org

Payroll Specialist:

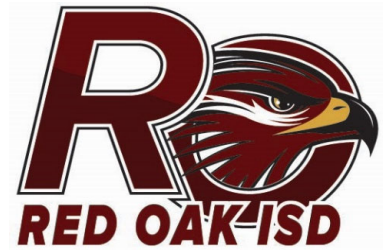
Rachel Walton

Phone: (972) 617-4161

Email: Rachel.walton@redoakisd.org

2024-2025 SEMI-MONTHLY PAYROLL CALENDAR

<u>Pay Date</u>	<u>Dates Covered</u>
	**For Extra Duty/Overtime/Docks ONLY
August 9, 2024	June 30 - July 6, 2024 & July 7 - July 13, 2024
August 23, 2024	July 14 - July 20, 2024 & July 21 - July 27, 2024
September 10, 2024	July 28 - Aug. 3, 2024 & Aug. 4 - Aug. 10, 2024
September 25, 2024	Aug. 11 - Aug. 17, 2024 & Aug. 18 - Aug. 24, 2024
October 10, 2024	Aug. 25 - Aug. 31, 2024 & Sep. 1 - Sep. 7, 2024
October 25, 2024	Sept. 8 - Sept. 14, 2024 & Sept. 15 - Sept. 21, 2024
November 8, 2024	Sept. 22 - Sept. 28, 2024 & Sept. 29 - Oct. 5, 2024
November 22, 2024	Oct. 6 - Oct. 12, 2024 & Oct. 13 - Oct. 19, 2024
December 10, 2024	Oct. 20 - Oct. 26, 2024 & Oct. 27 - Nov. 2, 2024
December 19, 2024	Nov. 3 - Nov. 9, 2024, Nov. 10 - Nov. 16, 2024
January 8, 2025	Nov. 17 - Nov. 23, 2024, Nov. 24 - Nov. 30, 2024 & Dec. 1 - Dec. 7, 2024
January 22, 2025	Dec. 8 - Dec. 14, 2024, Dec. 15 - Dec. 21, 2024
February 10, 2025	Dec. 22 - Dec. 28, 2024, Dec. 29, 2024 - Jan. 4, 2025 & Jan. 5 - Jan. 11, 2025
February 25, 2025	Jan. 12 - Jan. 18, 2025 Jan. 19 - Jan. 25, 2025
March 7, 2025	Jan. 26 - Feb. 1, 2025 & Feb. 2 - Feb. 8, 2025
March 25, 2025	Feb. 9 - Feb. 15, 2025 & Feb. 16 - Feb. 22, 2025
April 10, 2025	Feb. 23 - Mar. 1, 2025, Mar. 2 - Mar. 8, 2025 & Mar. 9 - Mar. 15, 2025
April 25, 2025	Mar. 16 - Mar. 22, 2025 & Mar. 23 - Mar. 29, 2025
May 9, 2025	Mar. 30 - April 5, 2025 & April 6 - April 12, 2025
May 22, 2025	April 13 - April 19, 2025 & April 20 - April 26, 2025
June 10, 2025	April 27 - May 3, 2025 & May 4 - May 10, 2025
June 24, 2025	May 11 - May 17, 2025 & May 18 - May 24, 2025
July 10, 2025	May 25 - May 31, 2025 & June 1 - June 7, 2025
July 25, 2025	June 8 - June 14, 2025, June 15 - June 21, 2025
August 8, 2025	June 22 - June 28, 2023, June 29 - July 5, 2025 & July 6 - July 12, 2025
August 25, 2025	July 13 - July 19, 2025 & July 20 - July 26, 2025



****NOTE:** The dates listed in the "Extra Duty/Overtime/Docks ONLY" column do **NOT** apply to your annualized base pay. They only refer to hours worked over and/or under your normal scheduled hours.

All True Time and/or paper timesheets need to be submitted and are due **every Wednesday** for the previous week.

Payroll Manager:

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Payroll Specialist:

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2024-2025 Substitute PAYROLL CALENDAR

<u>Pay Date</u>	<u>Dates Covered</u>
September 10, 2024	August 14, 2024 - August 31, 2024
October 10, 2024	All September 2024 Dates Worked
November 8, 2024	All October 2024 Dates Worked
December 10, 2024	All November 2024 Dates Worked
January 8, 2025	All December 2024 Dates Worked
February 10, 2025	All January 2025 Dates Worked
March 7, 2025	All February 2025 Dates Worked
April 10, 2025	All March 2025 Dates Worked
May 9, 2025	All April 2025 Dates Worked
June 10, 2025	All May 2025 Dates Worked



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