

SOLANCO SCHOOL DISTRICT

2024 - 2025 TIME RECORD SCHEDULE

Listed below are the pay period end dates along with the pay dates for the 2024-2025 school term. Completed and signed time records should be submitted to Supervisors on the last day worked in the applicable pay period. **Completed time records must be approved by Supervisors and received by the Business Office, by the Tuesday following the stated pay period end date. Please note time records must be completed accurately and submitted for payment to be issued. It is the responsibility of the employee to submit their time record by the due date. Time records received after the stated due date will be processed with the following payroll.**

PAY PERIOD END DATE	PAY DATE
June 29, 2024	July 11, 2024
July 13, 2024	July 25, 2024
July 27, 2024	August 8, 2024
August 10, 2024	August 22, 2024
August 24, 2024	September 5, 2024
September 7, 2024	September 19, 2024
September 21, 2024	October 3, 2024
October 5, 2024	October 17, 2024
October 19, 2024	October 31, 2024
November 2, 2024	November 14, 2024
November 16, 2024	November 27, 2024*
November 30, 2024	December 12, 2024
December 14, 2024	December 26, 2024
December 28, 2024	January 9, 2025
January 11, 2025	January 23, 2025
January 25, 2025	February 6, 2025
February 8, 2025	February 20, 2025
February 22, 2025	March 6, 2025
March 8, 2025	March 20, 2025
March 22, 2025	April 3, 2025
April 5, 2025	April 17, 2025
April 19, 2025	May 1, 2025
May 3, 2025	May 15, 2025
May 17, 2025	May 29, 2025
May 31, 2025	June 12, 2025
June 14, 2025	June 26, 2025

No healthcare premium or Section 125 plan flexible spending deduction are taken for 12-month employees from the third pay of the month. 10-month support staff will have payroll deductions over 19 pays (Sept. 19, 2024, through May 29, 2025).

*Thanksgiving holiday, pay date moved to Wednesday, November 27, 2024