

Payroll Calendar

2025-26

Employees SUBMIT electronic timesheets on Pay Period End date

Month of Pay	Pay Period Begins - Ends	Paper Timesheet Payroll Office Deadline	Pay Date
Year-end accrual (2501108)	9/1/24 - 8/31/25	9/9/25	9/30/25
September (2501009)	9/1/25 – 9/6/25	9/9/25	9/30/25
October (2501010)	9/7/25 - 10/4/25	10/7/25	10/31/25
November (2501011)	10/5/25 - 11/1/25	11/4/25	11/28/25
December (2501012)	11/2/25 – 11/29/25	12/2/25	12/31/25
January (2601001)	11/30/25 - 1/3/26	1/6/26	1/30/26
February (2601002)	1/4/26 – 2/7/26	2/10/26	2/27/26
March (2601003)	2/8/26 – 3/7/26	3/10/26	3/31/26
April (2601004)	3/8/26 – 4/4/26	4/7/26	4/30/26
May (2601005)	4/5/26 – 5/2/26	5/5/26	5/29/26
June (2601006)	5/3/26 – 5/30/26	6/2/26	6/30/26
July (2601007)	5/31/26 – 6/20/26*	6/23/26	7/31/26
August (2601008)	6/21/26 – 8/1/26	8/4/26	8/31/26

**school year employees submit electronic timecards on last day of school*