



ORE CITY

Independent School District

2023-2024 PAYROLL SCHEDULE

| PAY DATE | PERIOD BEGINS | PERIOD ENDS | DUE TO BUSINESS OFFICE |
|--------------------|---------------|-------------|------------------------|
| August 15, 2023 | 7/2/2023 | 7/29/2023 | August 2, 2023 |
| September 15, 2023 | 7/30/2023 | 8/26/2023 | September 5, 2023 |
| October 13, 2023 | 8/27/2023 | 9/23/2023 | October 2, 2023 |
| November 15, 2023 | 9/24/2023 | 10/28/2023 | November 6, 2023 |
| December 15, 2023 | 10/29/2023 | 12/2/2023 | December 6, 2023 |
| January 12, 2024 | 12/3/2023 | 1/6/2024 | January 9, 2024 |
| February 15, 2024 | 1/7/2024 | 2/3/2024 | February 7, 2024 |
| March 8, 2024 | 2/4/2024 | 3/2/2024 | March 4, 2024 |
| April 15, 2024 | 3/3/2024 | 3/30/2024 | April 5, 2024 |
| May 15, 2024 | 3/31/2024 | 4/27/2024 | May 3, 2024 |
| June 13, 2024 | 4/28/2024 | 5/25/2024 | June 3, 2024 |
| July 15, 2024 | 5/26/2024 | 6/29/2024 | July 3, 2024 |
| August 15, 2024 | 6/30/2024 | 7/27/2024 | August 5, 2024 |
| September 13, 2024 | 7/28/2024 | 8/31/2024 | September 5, 2024 |

All payroll documents to be paid or to make changes should follow the above schedule.

Absence from duty forms should be turned in weekly regardless of the schedule.

Time Clock Time Sheets should be turned in monthly in respect to the above date ranges and due dates.