



CAROLINE COUNTY SCHOOL BOARD

George L. Spaulding, Jr.
Bowling Green

Nancy G. Carson
Mattaponi

JoWanda Rollins-Fells, Ph. D
Reedy Church

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Superintendent

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PAYROLL CALENDAR 2023-2024

The Payroll Calendar is for absence reporting, substitutes, and hourly work reported on time sheets.

WORK FROM - TO	PAYROLL DATE
June 11 to July 8	Monday, July 31, 2023
July 9 to August 5	Thursday, August 31, 2023
August 5 to September 9	Friday, September 29, 2023
September 10 to October 7	Tuesday, October 31, 2023
October 8 to November 4	Thursday, November 30, 2023
November 5 to December 2	Tuesday, December 19, 2023
December 3 to January 6	Wednesday, January 31, 2024
January 7 to February 10	Thursday, February 29, 2024
February 11 to March 9	Friday, March 29, 2024
March 10 to April 6	Tuesday, April 30, 2024
April 7 to May 4	Thursday, May 30, 2024
May 5 to June 8	Thursday, June 27, 2024

*Contracted employees are paid as follows in School Board policy DL:

All employees will be paid in twelve (12) installments depending on their contract and the payment plan available for that contract. Employees will be paid monthly on the last work day of the month for twelve month employees except the month of December, when employees will be paid on the last school day before Winter Break. Further, contracted employees shall receive one-twelfth of their annual salary in twelve equal installments. Employees on ten-month (10) contracts, employees on ten and a half month (10.5) contracts, and employees on eleven-month (11) contracts will receive their first installment in August and their last installment in July. Employees on twelve-month (12) contracts will receive their first installment in July and their last installment in June. If a person terminates employment prior to the completion of a contractual period, the employee's final pay shall be prorated on a per diem basis.

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