

CISD PAYROLL CALENDAR 2024-2025

PAYROLL PERIOD Auxiliary, Extra Duty and Leave ONLY	PAYROLL/TRUE TIME DUE DATE All Paperwork MUST be received in Payroll Office	PAY DAY
07/28/2024 – 08/31/2024	09/04/2024	09/20/2024
09/01/2024 – 09/28/2024	10/01/2024	10/18/2024
09/29/2024 – 10/26/2024	10/29/2024	11/20/2024
10/27/2024 – 11/30/2024	12/03/2024	12/19/2024
12/01/2024 – 12/28/2024	01/07/2025	01/17/2025
12/29/2024 – 01/25/2025	01/28/2025	02/20/2025
01/26/2025 – 02/22/2025	02/25/2025	03/20/2025
02/23/2025 – 03/29/2025	04/01/2025	04/17/2025
03/30/2025 – 04/26/2025	04/29/2025	05/20/2025
04/27/2025 – 05/24/2025	05/27/2025	06/18/2025
05/25/2025 – 06/21/2025	06/24/2025	07/18/2025
06/22/2025 – 07/26/2025	07/29/2025	08/20/2025

**Salaried employees, including Paraprofessionals,
are paid 1/12 of annual salary in the month in which it was
worked**

**PAYCHECK ERRORS OCCUR WHEN PAPERWORK IS NOT SUBMITTED
TO PAYROLL BY THE DUE DATE. TRUE TIME MUST BE APPROVED BY
THE DUE DATE.**