

September 2023 Payroll Calendar

Calendar Subject to Change

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 Pay Day <u>for Administrators</u>	2
3	4 HAPPY LABOR DAY District Office Closed	5	6 *REMINDER* Classified Warrant Due	7	8 Pay Day for Classified & Teacher Extra Pay SUB Teachers/Classified will be Mailed	9
10	11	12	13	14 EARLY Kronos Approval Classified 9/1-9/15 By 10am	15	16
17	18	19	20 Kronos Time Entry For Certificated Extra Pay, Sub Teachers & All Teacher Absences	21 *REMINDER* Classified Warrant Due	22	23
24	25 Pay Day <u>For Classified</u> Sub checks will be Mailed	26 EARLY Kronos Approval Classified 9/16-9/30 By 10am	27 *REMINDER* Certificated Warrant Due	28	29 Pay Day <u>For Certificated</u> Kronos Approval Certificated By 10am	30

WARRANT LISTINGS ARE DUE TWO (2) DAYS PRIOR TO RESPECTIVE PAYDAYS!