

OKALOOSA COUNTY SCHOOL BOARD
12 MONTH PERSONNEL (252 DAYS)
PAYROLL CALENDAR
FISCAL YEAR 2019-2020

DATES	TOTAL DAYS	PAYROLL DUE DATE
July 1 - July 31	23	July 16
August 1 - August 30	22	August 16
September 2 - September 30	21	September 13
October 1 - October 31	23	October 16
November 1 - November 29	18	November 7
December 2 - December 31	17	December 4
January 1 - January 31	21	January 15
February 3 - February 28	20	February 12
March 2 - March 31	22	March 9
April 1 - April 30	22	April 15
May 1 - May 29	21	May 13
June 1 - June 30	<u>22</u> 252	June 12

PAID HOLIDAYS

July 4.....	Independence Day.....	1 Day
September 2.....	Labor Day.....	1 Day
November 11.....	Veteran's Day.....	1 Day
November 28.....	Thanksgiving.....	1 Day
December 25, Jan 1.....	Christmas	2 Days

PAID NON-DUTY DAYS

November 29.....	Thanksgiving.....	1 Day
December 24,31.....	Christmas	2 Days
January 20.....	M.L. King, Jr. Birthday.....	1 Day
February 17.....	Presidents' Day	1 Day
May 25.....	Memorial Day.....	1 Day

NON-DUTY DAYS - DO NOT REPORT

November 25-27.....	Thanksgiving.....	3 Days
December 20-23,26-30,Jan 2-3	Winter Break.....	7 Days

The following personnel will be reported in accordance with this payroll calendar:

Pay Types: 002,020,030,041,042,051,061

1. 252 Day Salaried Personnel

2. 252 Day Hourly Personnel

Checks will be issued on the last working day of each month.

NOTE: November checks issued on November 22

December checks issued on December 18

June checks issued on June 26