

**OKALOOSA COUNTY SCHOOL BOARD  
12 MONTH PERSONNEL (254 DAYS)  
PAYROLL CALENDAR  
FISCAL YEAR 2020-2021**

<b>DATES</b>	<b>TOTAL DAYS</b>	<b>PAYROLL DUE DATE</b>
July 1 - July 31	23	July 16
August 3 - August 31	21	August 17
September 1 - September 30	22	September 15
October 1 - October 30	22	October 15
November 2 - November 30	20	November 9
December 1 - December 31	17	December 3
January 1 - January 29	21	January 13
February 1 - February 26	20	February 10
March 1 - March 31	23	March 16
April 1 - April 30	22	April 9
May 3 - May 31	21	May 13
June 1 - June 30	<u>22</u>	June 15
	254	

**PAID HOLIDAYS**

July 3.....	Independence Day.....	1 Day
September 7.....	Labor Day.....	1 Day
November 11.....	Veteran's Day.....	1 Day
November 26.....	Thanksgiving.....	1 Day
December 25, Jan 1.....	Christmas .....	2 Days

**PAID NON-DUTY DAYS**

November 27.....	Thanksgiving.....	1 Day
December 24, 31.....	Christmas .....	2 Days
January 18.....	M.L. King, Jr. Birthday.....	1 Day
February 15.....	Presidents' Day .....	1 Day
May 31.....	Memorial Day.....	1 Day

**NON-DUTY DAYS - DO NOT REPORT**

November 25.....	Thanksgiving.....	1 Day
December 21-23, 28-30.....	Winter Break.....	6 Days

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

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

1. 254 Day Salaried Personnel
2. 254 Day Hourly Personnel

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

**NOTE:** November checks issued on November 24  
December checks issued on December 17  
May checks issued on May 28  
June checks issued on June 28