

**OKALOOSA COUNTY SCHOOL BOARD
TEMPORARY PERSONNEL
PAYROLL CALENDAR
FISCAL YEAR 2021-2022**

DATES	TOTAL DAYS	PAYROLL DUE DATE
July 1 - July 12	7	July 15
July 13 - August 9	20	August 17
August 10 - September 7	20	September 15
September 8 - October 4	19	October 14
October 5 - November 1	20	November 8
November 2 - December 1	16	December 2
December 2 - January 11	19	January 13
January 12 - February 9	20	February 10
February 10 - March 8	18	March 9
March 9 - April 12	25	April 14
April 13 - May 11	21	May 13
May 12 - June 30	35	June 14
	240	

NON-DUTY DAYS - DO NOT REPORT

July 5.....	Independence Day.....	1 Day
September 6.....	Labor Day.....	1 Day
November 11.....	Veteran's Day.....	1 Day
November 22-26.....	Thanksgiving.....	5 Days
December 20 - 31.....	Winter Break	10 Days
January 17.....	M.L. King, Jr. Birthday.....	1 Day
February 21	Presidents' Day	1 Day
May 30.....	Memorial Day.....	1 Day

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

Pay Types: 104,179

1. Adult Education Instructors
2. All Temporary Personnel (exception: teachers)
3. Substitute 12 month Personnel

Please report personnel for actual time worked during each payroll period. This may vary from total days above according to type of employee (i.e. 9,10, or 12 month)

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

NOTE: December checks issued on December 16
June checks issued on June 28