

**OKALOOSA COUNTY SCHOOL BOARD
TEMPORARY PERSONNEL
PAYROLL CALENDAR
FISCAL YEAR 2022-2023**

DATES	TOTAL DAYS	PAYROLL DUE DATE
July 1 - July 12	7	July 14
July 13 - August 9	20	August 17
August 10 - September 7	20	September 15
September 8 - October 4	19	October 14
October 5 - October 31	19	November 3
November 1 - November 30	16	December 6
December 1 - January 5	16	January 9
January 6 - February 6	21	February 10
February 7 - March 7	20	March 10
March 8 - April 10	24	April 13
April 11 - May 11	23	May 15
May 12 - June 30	35	June 14
	<u>240</u>	

NON-DUTY DAYS - DO NOT REPORT

July 4.....	Independence Day.....	1 Day
September 5.....	Labor Day.....	1 Day
November 11.....	Veteran's Day.....	1 Day
November 21-25.....	Thanksgiving.....	5 Days
December 22 - Jan 4.....	Winter Break	10 Days
January 16.....	M.L. King, Jr. Birthday.....	1 Day
February 20	Presidents' Day	1 Day
May 29.....	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: November checks issued on November 18
December checks issued on December 20
January checks issued on January 24
June checks issued on June 28