

**OKALOOSA COUNTY SCHOOL BOARD
206 DAY PERSONNEL
PAYROLL CALENDAR
FISCAL YEAR 2024-2025**

DATES	TOTAL DAYS	PAYROLL DUE DATE
July 30 - August 9	9	August 16
August 12 - September 5	19	September 11
September 6 - October 2	19	October 11
October 3 - October 29	19	November 4
October 30 - November 28	19	December 3
November 29 - January 8	20	January 9
January 9 - February 4	19	February 7
February 5 - March 4	19	March 5
March 5 - April 9	20	April 10
April 10 - May 8	21	May 9
May 9 - June 10	<u>22</u> 206	June 11

PAID HOLIDAYS

September 2.....	Labor Day.....	1 Day
November 11.....	Veteran's Day.....	1 Day
November 28 & 29.....	Thanksgiving.....	2 Days
December 25	Christmas.....	1 Day
January 20.....	M.L. King, Jr. Birthday.....	1 Day

NON-DUTY DAYS - DO NOT REPORT

November 25-27.....	Thanksgiving.....	3 Days
December 23-24, 26-Jan 3.....	Winter Break.....	9 Days
February 17.....	Presidents' Day.....	1 Day
March 14-21.....	Spring Break.....	6 Days
May 26.....	Memorial Day.....	1 Day

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

Pay Types: 031,052,054,062,064

1. 206 Day Secretaries, Clerks & Custodian PT 052
2. 206 Day Hourly Custodians PT 062
3. 206 Day Salaried Administrative PT 031
4. 196 Day ESL Interpreters (1st Day Aug 6 - Last Day June 3)PT 054
5. 196 Day Vo-Tech Asst. (1st Day Aug 6 - Last Day June 3)PT 064
6. Substitutes for personnel reported on this calendar
7. 196 Day Child Dev. Assoc (1st Day Aug 6 - Last Day June 3)PT 054

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

NOTE: November checks issued on November 22
 December checks issued on December 19
 January checks issued on January 27
 June checks issued on June 26