

**OKALOOSA COUNTY SCHOOL BOARD
12 MONTH PERSONNEL (252 DAYS)
PAYROLL CALENDAR
FISCAL YEAR 2024-2025**

DATES	TOTAL DAYS	PAYROLL DUE DATE
July 1 - July 31	23	July 11
August 1 - August 30	22	August 16
September 2 - September 30	21	September 11
October 1 - October 31	23	October 11
November 1 - November 29	18	November 4
December 2 - December 31	18	December 3
January 1 - January 31	21	January 9
February 3 - February 28	20	February 7
March 3 - March 31	21	March 5
April 1 - April 30	22	April 10
May 1 - May 30	22	May 9
June 2 - June 30	<u>21</u>	June 11
	<u>252</u>	

PAID HOLIDAYS

July 4.....	Independence Day.....	1 Day
September 2.....	Labor Day.....	1 Day
November 11.....	Veteran's Day.....	1 Day
November 28, 29.....	Thanksgiving.....	2 Days
December 24, 25,31-Jan 1.....	Christmas	4 Days
January 20.....	M.L. King, Jr. Birthday.....	1 Day
February 17.....	Presidents' Day	1 Day
May 26.....	Memorial Day.....	1 Day

NON-DUTY DAYS - DO NOT REPORT

November 25-27.....	Thanksgiving.....	3 Days
December 23, 26-30, Jan 2-3...	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. 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 19
 January checks issued on January 27
 June checks issued on June 26