

**OKALOOSA COUNTY SCHOOL BOARD
12 MONTH PERSONNEL (252 DAYS)
PAYROLL CALENDAR
FISCAL YEAR 2025-2026**

DATES	TOTAL DAYS	PAYROLL DUE DATE
July 1 - July 31	23	July 14
August 1 - August 29	21	August 15
September 1 - September 30	22	September 10
October 1 - October 31	23	October 13
November 3 - November 28	17	November 5
December 1 - December 31	18	December 4
January 1 - January 30	21	January 8
February 2 - February 27	20	February 6
March 2 - March 31	22	March 4
April 1 - April 30	22	April 10
May 1 - May 29	21	May 8
June 1 - June 30	<u>22</u>	June 11
	252	

PAID HOLIDAYS

July 4.....	Independence Day.....	1 Day
September 1.....	Labor Day.....	1 Day
November 11.....	Veteran's Day.....	1 Day
November 27, 28.....	Thanksgiving.....	2 Days
December 24, 25,31-Jan 1.....	Christmas	4 Days
January 19.....	M.L. King, Jr. Birthday.....	1 Day
February 16.....	Presidents' Day	1 Day
May 25.....	Memorial Day.....	1 Day

NON-DUTY DAYS - DO NOT REPORT

November 24-26.....	Thanksgiving.....	3 Days
December 22-23,26-30, Jan 2...	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 21

December checks issued on December 18

January checks issued on January 26

June checks issued on June 26