

**OKALOOSA COUNTY SCHOOL BOARD  
186 DAY EDUCATIONAL SUPPORT PERSONNEL  
PAYROLL CALENDAR  
FISCAL YEAR 2025-2026**

| DATES                    | TOTAL DAYS | PAYROLL DUE DATE |
|--------------------------|------------|------------------|
| August 8 - August 14     | 5          | August 15        |
| August 15 - September 9  | 18         | September 10     |
| September 10 - October 3 | 18         | October 13       |
| October 6 - October 30   | 18         | November 5       |
| October 31 - November 28 | 18         | December 4       |
| December 1 - January 8   | 18         | January 8        |
| January 9 - February 3   | 18         | February 6       |
| February 4 - March 2     | 18         | March 4          |
| March 3 - April 6        | 18         | April 10         |
| April 7 - April 30       | 18         | May 8            |
| May 1 - May 28           | <u>19</u>  | June 11          |
|                          | <u>186</u> |                  |

**PAID HOLIDAYS**

|                       |                              |        |
|-----------------------|------------------------------|--------|
| September 1.....      | Labor Day.....               | 1 Day  |
| November 11.....      | Veteran's Day.....           | 1 Day  |
| November 27 & 28..... | Thanksgiving.....            | 2 Days |
| December 25.....      | Christmas.....               | 1 Day  |
| January 19.....       | M.L. King, Jr. Birthday..... | 1 Day  |

**NON-DUTY DAYS - DO NOT REPORT**

|                               |                       |        |
|-------------------------------|-----------------------|--------|
| October 13.....               | Teacher Work Day..... | 1 Day  |
| November 24-26.....           | Thanksgiving.....     | 3 Days |
| December 22-24, 26-Jan 2..... | Winter Break.....     | 9 Days |
| January 5-6.....              | Teacher Work Day..... | 2 Days |
| February 16.....              | Presidents' Day.....  | 1 Day  |
| March 13-20.....              | Spring Break.....     | 5 Days |
| March 23.....                 | Teacher Work Day..... | 1 Day  |
| May 25.....                   | Memorial Day.....     | 1 Day  |

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

**Pay Types: 053,055,065,066**

1. 186 Day Lunchroom Monitors, Transportation Asst. PT 065
2. 186 Day Custodians-Hourly PT 065
3. 186 Day Salaried Clerk, Delivery Personnel, Custodian PT 055
4. 187 Day Library Asst (Begin Aug.7) PT 066
5. 187 Day Interpreter - ESE (Begin Aug.7) PT 053
6. 187 Day Bus Drivers and Para Professionals (Begin Aug.7) PT 066
7. Substitutes for personnel reported on this calendar.

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