

**ICHABOD CRANE CENTRAL SCHOOL
VALATIE, NEW YORK 12184**

To: All Personnel
From: Central Office
Date: July 25, 2023
RE: Payroll Dates 2023-2024 School Year

Payroll due dates allow adequate time to process hourly and substitute payroll data. All salary adjustments are inclusive of the time worked through the payroll due dates.

Payroll Period Numbers

<u>12 Month Staff</u>	<u>12 month day count</u>	<u>Teachers TAs</u>	<u>Aides, Café Drivers/Attendants</u>	<u>Payroll Dates</u>	<u>Payroll Due In By Noon to Central Office</u>	<u>Substitutes & Real Time Staff Pay Range</u>
1	5 Days			Jul-07	Jun-26	Jun 19-Jun 30
2	10 Days			Jul-21	Jul-10	Jun 26-July 7
3	10 Days			Aug-04	Jul-24	July 10-July 21
4	10 Days			Aug-18	Aug-07	July 24-Aug 4
5	10 Days	Half-Pay		Sep-01	Aug-21	Aug 7-Aug 18
6	10 Days	1	1	Sep-15	Sep-05	Aug 21-Sept 1
7	10 Days	2	2	Sep-29	Sep-18	Sept 4-Sept 15
8	10 Days	3	3	Oct-13	Oct-02	Sept 18-Sept 29
9	10 Days	4	4	Oct-27	Oct-16	Oct 2-Oct 13
10	10 Days	5	5	Nov-09	Oct-30	Oct 16-Oct 27
11	10 Days	6	6	Nov-22	Nov-13	Oct 30-Nov 10
12	10 Days	7	7	Dec-08	Nov-27	Nov 13-Nov 24
13	10 Days	8	8	Dec-22	Dec-11	Nov 27-Dec 8
14	10 Days	9	9	Jan-05	Dec-26	Dec 11-Dec 22
15	10 Days	10	10	Jan-19	Jan-08	Dec 25-Jan 5
16	10 Days	11	11	Feb-02	Jan-22	Jan 8-Jan 19
17	10 Days	12	12	Feb-16	Feb-05	Jan 22-Feb 2
18	10 Days	13	13	Mar-01	Feb-20	Feb 5-Feb 16
19	10 Days	14	14	Mar-15	Mar-04	Feb 19-Mar 1
20	10 Days	15	15	Mar-28	Mar-17	Mar 4-Mar 15
21	10 Days	16	16	Apr-12	Mar-31	Mar 18-Mar 29
22	10 Days	17	17	Apr-26	Apr-14	Apr 1-Apr 12
23	10 Days	18	18	May-10	Apr-28	Apr 15-Apr 26
24	10 Days	19	19	May-24	May-12	Apr 29-May 10
25	10 Days	20	20	Jun-07	May-28	May 13-May 24
26	10 Days	21/25	21	Jun-21	Jun-10	May 27-June 7
27*	<u>5 Days</u>	Half-Pay		Jun-28	Jun-24	June 10-June 21
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- Teachers opting for 25 equal checks will be paid the additional amounts due in the 6/21/2024 check.
- All Employees paid in 21/25 equal paychecks will start on September 1, 2023.
- Individuals being paid on a real time basis will receive their first full check on September 29, 2023.
- Any adjustments from the 2022-2023 school year will be made in the September 15, 2023 check.
- 12 month, Administrators and Supervisors will be paid in 27 equal checks.
- Teachers & TA's to receive two half-pays: 9/01/23 and 6/28/24

