

## Towns County Board of Education

DATE: November 7, 2023  
TO: Principals & Supervisors  
CC: Clerks  
FROM: Central Office  
RE: Payroll Schedule

The schedule below will be followed for payroll.

<b>Cut-Off</b>	<b>Timesheets Due</b>	<b>Payroll Goes Out</b>
October 31, 2023	November 3, 2023	November 16, 2023 - Thursday
November 30, 2023	December 1, 2023	December 14, 2023 – Thursday
December 31, 2023	January 15, 2024	January 25, 2024 - Thursday
January 31, 2024	February 15, 2024	February 26, 2024 - Monday
February 29, 2024	March 15, 2024	March 28, 2024 – Thursday
March 31, 2024	April 15, 2024	April 25, 2024 – Thursday
April 30, 2024	May 15, 2024	May 28, 2024 – Tuesday
May 31, 2024	June 14, 2024	June 27, 2024 – Thursday
June 30, 2024	July 15, 2024	July 25, 2024 - Thursday
July 31, 2024	August 15, 2024	August 26, 2024 – Monday
August 31, 2024	September 13, 2024	September 26, 2024 – Thursday
September 30, 2024	October 15, 2024	October 28, 2024 – Monday
*October 31, 2024	TBA	November TBA, 2024
*November 30, 2024	TBA	December TBA, 2024