

Nebo School District

CERTIFIED AND ADMINISTRATIVE EMPLOYEE PAY PERIODS 2024-2025

Pay Period Begin Date	Pay Period End Date	Pay Period End Day of Week	Pay Date
7/1/2024	7/31/2024	Wednesday	7/31/2024
8/1/2024	8/31/2024	Saturday	8/30/2024
9/1/2024	9/30/2024	Monday	9/30/2024
10/1/2024	10/31/2024	Thursday	10/31/2024
11/1/2024	11/30/2024	Saturday	11/29/2024
12/1/2024	12/31/2024	Tuesday	12/31/2024
1/1/2025	1/31/2025	Friday	1/31/2025
2/1/2025	2/28/2025	Friday	2/28/2025
3/1/2025	3/31/2025	Monday	3/31/2025
4/1/2025	4/30/2025	Wednesday	4/30/2025
5/1/2025	5/31/2025	Saturday	5/30/2025
6/1/2025	6/30/2025	Monday	6/30/2025

EMPLOYEE REMINDERS:

- * Please enter and approve all leave entries in Time Clock System for the prior week by the end of day on the following Monday.
- * Payroll deduction changes must be requested by the 10th of the month in order for them to be reflected in that month's payroll.

SUPERVISOR REMINDERS:

- * Please review and approve/disapprove all leave entries in the Time Clock System for the prior week by the end of day on the following Tuesday.
- * Please submit all payment requests, payroll adjustment forms, job change requests, and termination information by the 10th of the month to be included in that month's payroll.