

Pay Schedule-Monthly 2024-2025

<u>2024</u>	<u>Pay Date</u>	<u>Pay Period**</u>
July	24	06/01/24-06/30/24
August	23	07/01/24-07/31/24
September	24	08/01/24-08/31/24
October	24	09/01/24-09/30/24
November	22	10/01/24-10/31/24
December	20	11/01/24-11/30/24

<u>2025</u>	<u>Pay Date</u>	<u>Pay Period**</u>
January	24	12/01/24-12/31/24
February	24	01/01/25-01/31/25
March	24	02/01/25-02/28/25
April	24	03/01/25-03/31/25
May	23	04/01/25-04/30/25
June	24	05/01/25-05/31/25

**** Pay period represents extra duty/dock calculation period.**
 (Employee extra duty & absences/docks are posted one month in arrears.)

Important Information to Know

- » All Payroll Changes are due in Payroll no later than the 15th of each month.
- » Frontline corrections are to be entered no later than the 5th of each month.
- » True Time Time Sheets are due every Monday.
- » To view your pay check go to www.wisd.org > For Staff > Skyward Employee Access.

Note: If you do not participate in direct deposit, your first paycheck will be mailed the evening before the scheduled payday from the Payroll Office to the address on file. You will then be issued a payroll card.

Under no circumstances will paychecks be picked up from the Administration Building or Campuses.