

District Payroll Services Calendar

- Stewart Building closed on January 1, 2 & 15
- Voids processed only at EOM payroll
- Start EOM payroll on 01/16/24 and Final by 5pm on 01/25/24

Payroll Runs:

Type	Warrant	Number
2	10th Payroll	24578
1	End of Month Payroll	24576
	End of Month Fringe	24577

SUN	MON	TUE	WED	THU	FRI	SAT
31	1 CCCOE BUILDING CLOSED WINTER HOLIDAY	2 CCCOE BUILDING CLOSED WINTER HOLIDAY	3 Type 9 Warrant 240103 Request due by 11:30am 12/01/2023 - 12/31/2023 EOM Fringe Batch #24577	4 10th Payroll Final 12/01/2023 - 12/31/2023 EOM Fringe Batch #24577 [AP Batch Print #07024]	5 Paycheck Print Last Day W2 Address Change	6
7	8	9 10th Payroll Paycheck Pick-up	10 Pay Day [AP Batch Print #37024]	11 Type 9 Warrant 240111 Request due by 11:30am 01/01/2024 - 01/31/2024 EOM Fringe Batch #24577	12 PRINT 2023 W2'S	13
14	15 CCCOE BUILDING CLOSED MLK JR. Day	16 START EOM PAYROLL Warrant #24576 Batch #24577 PRINT 2023 W2'S	17 PRINT 2023 W2'S [AP Batch Print #57024]	18	19	20
21	22	23	24 [AP Batch Print #77024]	25 EOM Payroll Final 01/01/2024 - 01/31/2024 EOM Fringe Batch #24577	26 Paycheck Print	27
28	29 Fringe Benefit Check Print Employee Master "Benefit Only" Status Can be Changed	30 Fringe Benefit & Paycheck Pick-up	31 Pay Day [AP Batch Print #77624]	1	2	3

District Payroll Services Calendar

Payroll Runs:

- Stewart Building closed on February 16 & 19
- Voids processed only at EOM payroll
- Start EOM payroll on 02/15/24 and Final by 5pm on 02/23/24

Type	Warrant	Number
2	10th Payroll	24588
1	End of Month Payroll	24586
	End of Month Fringe	24587

SUN	MON	TUE	WED	THU	FRI	SAT
28	29	30	31	1 Type 9 Warrant 240201 Request due by 11:30am 01/01/2024 - 01/31/2024 EOM Fringe Batch #24587	2	3
4	5 10th Payroll Final 01/01/2024 - 01/31/2024 EOM Fringe Batch #24587	6 Paycheck Print	7 Type 9 Warrant 240207 Request due by 11:30am 01/01/2024 - 01/31/2024 EOM Fringe Batch #24587 [AP Batch Print #38024]	8 10th Payroll Paycheck Pick-Up	9 Pay Day	10
11	12	13	14 Type 9 Warrant 240214 Request due by 11:30am 02/01/2024 - 02/29/2024 EOM Fringe Batch #24587 [AP Batch Print #58024]	15 START EOM PAYROLL Warrant #24586 Batch # 24587	16 CCCOE BUILDING CLOSED LINCOLN'S BIRTHDAY	17
18	19 CCCOE BUILDING CLOSED PRESIDENT'S DAY	20	21 [AP Batch Print #78024]	22	23 EOM Payroll Final 02/01/2024 - 02/29/2024 EOM Fringe Batch #24587	24
25	26 Paycheck Print	27 Fringe Benefit Check Print Employee Master "Benefit Only" Status Can be Changed	28 Fringe Benefit & Paycheck Pick-up [AP Batch Print #78624]	29 Pay Day	1	2

District Payroll Services Calendar

Payroll Runs:

- No Stewart Building Closures in March
- Voids processed only at EOM payroll
- Start EOM payroll on 03/15/24 and Final by 5pm on 03/25/24

Type	Warrant	Number
2	10th Payroll	24598
1	End of Month Payroll	24596
	End of Month Fringe	24597

SUN	MON	TUE	WED	THU	FRI	SAT
25	26	27	28	29	1 Type 9 Warrant 240301 Request due by 11:30am 02/01/2024 - 02/29/2024 EOM Fringe Batch #24597	2
3	4 10th Payroll Final 02/01/2024 - 02/29/2024 EOM Fringe Batch #24597	5 Paycheck Print	6 Type 9 Warrant 240306 Request due by 11:30am 02/01/2024 - 02/29/2024 EOM Fringe Batch #24597 [AP Batch Print #39024]	7 10th Payroll Paycheck Pick-up	8 Pay Day	9
10	11	12	13	14	15 START EOM PAYROLL Warrant #24596 Batch #24597	16
17	18	19	20 [AP Batch Print #79024]	21	22	23
24	25 EOM Payroll Final 03/01/2024 - 03/31/2024 EOM Fringe Batch #24597	26 Paycheck Print	27 Fringe Benefit Check Print Employee Master "Benefit Only" Status Can be Changed [AP Batch Print #79624]	28 Fringe Benefit & Paycheck Pick-up	29 Pay Day	30

District Payroll Services Calendar

Payroll Runs:

- No Stewart Building Closures in April
- Voids processed only at EOM payroll
- Start EOM payroll on 04/15/24 and Final by 5pm on 04/24/24

Type	Warrant	Number
2	10th Payroll	24608
1	End of Month Payroll	24606
	End of Month Fringe	24607

SUN	MON	TUE	WED	THU	FRI	SAT
31	1	2 Type 9 Warrant 240402 Request due by 11:30am 03/01/2024 - 03/31/2024 EOM Fringe Batch #24607	3 [AP Batch Print #40024]	4 10th Payroll Final 03/01/2024 - 03/31/2024 EOM Fringe Batch #24607	5 Paycheck Print	6
7	8	9 10th Payroll Paycheck Pick-up	10 Pay Day [AP Batch Print #60024]	11 Type 9 Warrant 240411 Request due by 11:30am 04/01/2024 - 04/30/2024 EOM Fringe Batch #24607	12	13
14	15 START EOM PAYROLL Warrant #24606 Batch #24607	16	17 [AP Batch Print #80024]	18	19	20
21	22	23	24 EOM Payroll Final 04/01/2024 - 04/30/2024 EOM Fringe Batch #24607 [AP Batch Print #80624]	25 Paycheck Print	26 Fringe Benefit Check Print Employee Master "Benefit Only" Status Can be Changed	27
28	29 Fringe Benefit & Paycheck Pick-up	30 Pay Day	1	2	3	4

District Payroll Services Calendar

- Stewart Building closed on May 27
- Voids processed only at EOM payroll
- Start EOM payroll on 05/16/24 and Final by 5pm on 05/24/24

Payroll Runs:

Type	Warrant	Number
2	10th Payroll	24618
1	End of Month Payroll	24616
	End of Month Fringe	24617

SUN	MON	TUE	WED	THU	FRI	SAT
28	29	30	1 Type 9 Warrant 230501 Request due by 11:30am 04/01/2024 - 04/30/2024 EOM Fringe Batch #24617 [AP Batch Print #11024]	2	3	4
5	6 10th Payroll Final 04/01/2024 - 04/30/2024 EOM Fringe Batch #24617	7 Paycheck Print	8 Type 9 Warrant 230508 Request due by 11:30am 04/01/2024 - 04/30/2024 EOM Fringe Batch #24617 [AP Batch Print #41024]	9 10th Payroll Paycheck Pick-up	10 Pay Day	11
12	13	14	15 Type 9 Warrant 230515 Request due by 11:30am 05/01/2024 - 05/31/2024 EOM Fringe Batch #24617 [AP Batch Print #61024]	16 START EOM PAYROLL Warrant #24616 Batch #24617	17	18
19	20	21	22 [AP Batch Print #81024]	23	24 EOM Payroll Final 05/01/2024 - 05/31/2024 EOM Fringe Batch #24617	25
26	27 CCCOE BUILDING CLOSED MEMORIAL DAY	28 Paycheck Print	29 Fringe Benefit Check Print Employee Master "Benefit Only" Status Can be Changed [AP Batch Print #81624]	30 Fringe Benefit & Paycheck Pick-up	31 Pay Day	1

District Payroll Services Calendar

- Stewart Building closed June 19
- Voids processed only at EOM payroll
- Start EOM payroll on 06/17/24 and Final by 5pm on 06/21/24

Payroll Runs:

Type	Warrant	Number
2	10th Payroll	24628
1	End of Month Payroll	24626
	End of Month Fringe	24627

Summer Fund Payroll:

Type	Warrant	Number
7	Summer Fund	24636
	Fringe Benefit	24637

SUN	MON	TUE	WED	THU	FRI	SAT
2	3 Type 9 Warrant 240603 Request due by 11:30am 05/01/2024 - 05/31/2024 EOM Fringe Batch #24627	4 10th Payroll Final 05/01/2024 - 05/31/2024 EOM Fringe Batch #24627	5 Paycheck Print [AP Batch Print #42024]	6	7 10th Payroll Paycheck Pick-up	8
9	10 Pay Day	11	12 Type 9 Warrant 240612 Request due by 11:30am 06/01/2024 - 06/30/2024 EOM Fringe Batch #24627 [AP Batch Print #62024]	13	14	15
16	17 START EOM PAYROLL Warrant #24626 Batch #24627	18	19 CCCOE BUILDING CLOSED JUNETEENTH	20 [AP Batch Print #82024]	21 EOM Payroll Final 06/01/2024 - 06/30/2024 EOM Fringe Batch #24627 LIMITED STAFF 4/10s SCHEDULE	22
23	24 Summer Fund/CSESAP Final (10 & 11 Month EE's) Type 7 Warrant #24636 SMR Fringe Batch #24637	25 Summer Fund/CSESAP Paycheck Print	26 EOM & Summer Fund Fringe Benefit Check Print Employee Master "Benefit Only" Status Can be Changed [AP Batch Print #82624]	27 Fringe Benefit & Paycheck Pick-up	28 Pay Day LIMITED STAFF 4/10s SCHEDULE	29