

**JACKSON BOARD OF EDUCATION
PAYROLL SCHEDULE
2023 - 2024**

To: **All Employees**
From: Payroll Department
Date: July 2023

Please note the following payroll dates for the 2023 - 2024 school year:

- | | |
|---------------------------------------|---------------------------------|
| • Thursday, June 29, 2023 | Friday, January 12, 2024 |
| ** Thursday, July 13, 2023 | Friday, January 26, 2024 |
| ** Thursday, July 27, 2023 | Friday, February 9, 2024 |
| ** Thursday, August 10, 2023 | Friday, February 23, 2024 |
| ** Thursday, August 24, 2023 | Friday, March 8, 2024 |
| • Wednesday, September 6, 2023 | Friday, March 22, 2024 |
| Friday, September 22, 2023 | Thursday, March 28, 2024 |
| Friday, October 6, 2023 | Friday, April 19, 2024 |
| Friday, October 20, 2023 | Friday, May 3, 2024 |
| Friday, November 3, 2023 | Friday, May 17, 2024 |
| Friday, November 17, 2023 | Friday, May 31, 2024 |
| Friday, December 1, 2023 | • Friday, June 14, 2024 |
| Friday, December 15, 2023 | • Tuesday, June 18, 2024 |
| • Friday, December 22, 2023 | |

** July 13th & 27th and August 10th & 24th - Summer Payroll Schedule (Regular and Summer Pay Option)

- **06/29/2023 Free ride : 12 Month Employees** (belong to 07/01/2023 contract salary)
- **12/22/2023 Free ride: 10 and 12 month Employees**
- **06/18/2024 Free ride: 10 Month Employees (Subject to change due emergency closings)**
- **09/06/2023 Pay: 10 and 12 month Employees**
- **06/14/2024 PAY: 10 and 12 month Employees /Tentative last day of school.**

Remember: "Our gross pay checks don't represent days worked in a pay period; They represent our contracts divided by the number of payrolls in a school year. This is either 26 payroll dates for 12 month employees or 22 payroll dates for 10 month employees".

PLEASE NOTE: EMPLOYEES WHO RECEIVED A REFUND OF THEIR SUMMER PAY OPTION AT ANY TIME PRIOR TO JULY 1ST, WILL HAVE TO COMPLETE A NEW FORM IN ORDER TO RESTART THE DEDUCTION FOR THE NEW SCHOOL YEAR THROUGH THE FRONTLINE SYSTEM.

ALL OTHER EMPLOYEES CURRENTLY ENROLLED IN SUMMER PAY WILL CONTINUE AS USUAL.
If you wish to cancel your Summer Pay Option for the next school year, send a written request to Payroll Department at payroll@jacksonsd.org

UPDATED 01.24.2024