



EAST RUTHERFORD PUBLIC SCHOOLS

Office of the Board of Education

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2023-2024 SCHOOL YEAR PAYROLL TIMESHEET SCHEDULE

PAY PERIOD	LAST DAY TO SUBMIT TIMESHEET TO SUPERVISOR/ADMIN	LAST DAY TO SUBMIT TIMESHEET TO PAYROLL	PAYDAY
6/16/23 – 6/30/23	July 5	July 7	July 14
7/01/23 – 7/15/23	July 17	July 20	July 28
7/16/23 - 7/31/23	August 1	August 8	August 15
8/01/23 - 8/15/23	August 17	August 21	August 30
8/16/23 – 8/31/23	September 5	September 8	September 15
9/01/23 – 9/15/23	September 18	September 21	September 29
9/16/23 – 9/30/23	October 3	October 6	October 13
10/01/23 – 10/15/23	October 18	October 20	October 30
10/16/23 – 10/30/23	November 3	November 7	November 15
11/01/23 - 11/15/23	November 16	November 21	November 30
11/16/23- 11/30/23	December 5	December 8	December 15
12/01/23 -12/15/23	December 18	December 20	December 22
12/16/23 -12/31/23	January 3	January 5	January 12
1/01/24 - 1/15/24	January 18	January 22	January 30
1/16/24 – 1/31/24	February 5	February 7	February 15
2/01/24 - 2/15/24	February 16	February 20	February 29
2/16/24 - 2/28/24	March 4	March 6	March 15
3/01/24 - 3/15/24	March 18	March 21	March 28
3/16/24 – 3/31/24	April 3	April 5	April 12
4/01/24 – 4/15/24	April 16	April 18	April 30
4/16/24 – 4/30/24	May 2	May 6	May 15
5/01/24 – 5/15/24	May 17	May 20	May 30
5/16/24 – 5/31/24	June 5	June 7	June 14
6/1/24 – 6/15/24	June 14	June 17	June 19
6/16/24 – 6/30/24	July 5	July 5	July 15

*Please note dates above are subject to revision due to emergency situations or calendar adjustments.