

2023 - 2024 Bi-Weekly WTE Payroll Schedule



Pay #	Notes	Pay Period	Employee Time Entry Deadline 12:00 noon	Approver Deadline 6:00 PM	Pay Date
15	July 4th	07/03/23 to 07/16/23	07/17/23	07/17/23	07/28/23
16		07/17/23 to 07/30/23	07/31/23	07/31/23	08/11/23
17		07/31/23 to 08/13/23	08/14/23	08/14/23	08/25/23
18	Fall Term - Aug 21	08/14/23 to 08/27/23	08/28/23	08/28/23	09/08/23
19	Labor Day - Sep 4	08/28/23 to 09/10/23	09/11/23	09/11/23	09/22/23
20**		09/11/23 to 09/24/23	09/21/23	09/21/23	10/06/23
21	Fall Break Oct 2-3	09/25/23 to 10/08/23	10/09/23	10/09/23	10/20/23
22		10/09/23 to 10/22/23	10/23/23	10/23/23	11/03/23
23		10/23/23 to 11/05/23	11/06/23	11/06/23	11/17/23
24**		11/06/23 to 11/19/23	11/14/23	11/14/23	12/01/23
25**	Thanksgiving - Nov 22-24	11/20/23 to 12/03/23	11/21/23	11/21/23	12/15/23
26**	Winter Term - Dec 11	12/04/23 to 12/17/23	11/29/23	11/29/23	12/29/23
1**		12/18/23 to 12/31/23	01/03/24	01/03/24	01/12/24
2**		01/01/24 to 01/14/24	01/16/24	01/16/24	01/26/24
3	MLK Day - Jan 15; Spr Term - Jan 16	01/15/24 to 01/28/24	01/29/24	01/29/24	02/09/24
4		01/29/24 to 02/11/24	02/12/24	02/12/24	02/23/24
5		02/12/24 to 02/25/24	02/26/24	02/26/24	03/08/24
6**		02/26/24 to 03/10/24	03/06/24	03/06/24	03/22/24
7	Spring Break - Mar 20-22	03/11/24 to 03/24/24	03/25/24	03/25/24	04/05/24
8		03/25/24 to 04/07/24	04/08/24	04/08/24	04/19/24
9		04/08/24 to 04/21/24	04/22/24	04/22/24	05/03/24
10		04/22/24 to 05/05/24	05/06/24	05/06/24	05/17/24
11	Summer Term - May 13	05/06/24 to 05/19/24	05/20/24	05/20/24	05/31/24
12	Memorial Day - May 27	05/20/24 to 06/02/24	06/03/24	06/03/24	06/14/24
13		06/03/24 to 06/16/24	06/17/24	06/17/24	06/28/24
14	Juneteenth-June 19	06/17/24 to 06/30/24	07/01/24	07/01/24	07/12/24

** Indicates moved deadline for Holiday schedule