



2024-2025 BI-WEEKLY PAYROLL SCHEDULE (Auxiliary)

(Includes: Child Nutrition Specialists/Managers, Custodial, Maintenance, Lunch Monitors, Job Coaches, AVID/ESSER Tutors, Security Guards, Hourly Workers)

Eagle Mountain-Saginaw Independent School District

Timecards and Edits are due **NO LATER THAN NOON**, on the date requested.

Pay Period	Start	End	Timecards & Edits Due	Pay Date
1	06/09/2024	06/22/2024	06/24/2024	06/28/2024
2	06/23/2024	07/06/2024	07/08/2024	07/12/2024
3	07/07/2024	07/20/2024	07/22/2024	07/26/2024
4	07/21/2024	08/03/2024	08/05/2024	08/09/2024
5	08/04/2024	08/17/2024	08/19/2024	08/23/2024
6	08/18/2024	08/31/2024	09/03/2024***	09/06/2024
7	09/01/2024	09/14/2024	09/16/2024	09/20/2024
8	09/15/2024	09/28/2024	09/30/2024	10/04/2024
9	09/29/2024	10/12/2024	10/15/2024***	10/18/2024
10	10/13/2024	10/26/2024	10/28/2024	11/01/2024
11	10/27/2024	11/09/2024	11/11/2024	11/15/2024
12	11/10/2024	11/23/2024	11/21/2024***	11/29/2024
13	11/24/2024	12/07/2024	12/09/2024	12/13/2024
14	12/08/2024	12/21/2024	12/19/2024***	12/27/2024
15	12/22/2024	01/04/2025	01/07/2025***	01/10/2025
16	01/05/2025	01/18/2025	01/21/2025***	01/24/2025
17	01/19/2025	02/01/2025	02/03/2025	02/07/2025
18	02/02/2025	02/15/2025	02/18/2025***	02/21/2025
19	02/16/2025	03/01/2025	03/03/2025	03/07/2025
20	03/02/2025	03/15/2025	03/13/2025***	03/21/2025
21	03/16/2025	03/29/2025	03/31/2025	04/04/2025
22	03/30/2025	04/12/2025	04/14/2025	04/18/2025
23	04/13/2025	04/26/2025	04/28/2025	05/02/2025
24	04/27/2025	05/10/2025	05/12/2025	05/16/2025
25	05/11/2025	05/24/2025	05/27/2025***	05/30/2025
26	05/25/2025	06/07/2025	06/09/2025	06/13/2025
27	06/08/2025	06/21/2025	06/23/2025	06/27/2025

*****Timecards due by 9:00 a.m. for the following (due to bank holidays):**

- September 3, 2024 for September 6th Pay Date
- October 15, 2024 for October 18th Pay Date
- November 21, 2024 for the November 29th Pay date
- December 19, 2024 for December 27th Pay Date
- January 7, 2025 for January 10th Pay Date
- January 21, 2025 for January 24th Pay Date
- February 18, 2025 for February 21st Pay Date
- March 13, 2025 for March 21st Pay Date
- May 27, 2025 for May 30th Pay Date