



DeSoto Independent School District

2023 - 2024

MONTHLY (Non-Exempt) PAYROLL SCHEDULE

Non-Exempt employees will be paid via direct deposit on the 26th of each month unless otherwise noted below. Extra hours, overtime, additional pay, and absences occurring during the pay period will be processed on the corresponding payday.

All timecards and function time cards must be verified and approved in TEAMS by the Payroll Due Date. Any late approvals, incorrect time punches, and/or unapproved timecards will be processed during the next pay period.

Pay Period Start	Pay Period End	Time and Attendance	Payroll Due Date	Check Date
7/2/2023	8/5/2023	8/5/2023	8/9/2023	8/25/2023
8/6/2023	9/2/2023	9/2/2023	9/6/2023	9/26/2023
9/3/2023	10/7/2023	10/7/2023	10/11/2023	10/26/2023
10/8/2023	11/4/2023	11/4/2023	11/8/2023	11/24/2023
11/5/2023	12/2/2023	12/4/2023	12/6/2023	12/26/2023
12/3/2023	1/6/2024	1/6/2024	1/10/2024	1/26/2024
1/7/2024	2/3/2024	2/3/2024	2/7/2024	2/26/2024
2/4/2024	3/2/2024	3/2/2024	3/6/2024	3/26/2024
3/3/2024	4/6/2024	4/6/2024	4/10/2024	4/26/2024
4/7/2024	5/4/2024	5/4/2024	5/8/2024	5/24/2024
5/5/2024	6/1/2024	6/1/2024	6/5/2024	6/26/2024
6/2/2024	7/6/2024	7/6/2024	7/10/2024	7/26/2024

The mission of DeSoto ISD is to ensure students, without exception, learn and grow at their highest levels.