

**WINSLOW TOWNSHIP BOARD OF EDUCATION  
2024-2025  
Payroll Voucher Due Dates and Payroll Dates**

Pay Period Ending Date	Payroll Office Voucher Due Dates	Pay Dates
June 16-30	July 2, 2024	July 15, 2024
July 1-15	July 17, 2024	July 30, 2024
July 16-31	August 2, 2024	August 15, 2024
August 1-15	August 19, 2024	August 30, 2024
August 16-31	September 3, 2024	September 13, 2024
September 1-15	September 17, 2024	September 30, 2024
September 16-30	October 2, 2024	October 15, 2024
October 1-15	October 17, 2024	October 30, 2024
October 16-31	November 4, 2024	November 15, 2024
November 1-15	November 19, 2024	November 27, 2024
November 16-30	December 2, 2024	December 13, 2024
*December 1-7*	December 10, 2024	December 20, 2024
December 8-31	January 3, 2025	January 15, 2025
January 1-15	January 17, 2025	January 30, 2025
January 16-31	February 3, 2025	February 14, 2025
February 1-15	February 19, 2025	February 28, 2025
February 16-28	March 4, 2025	March 14, 2025
March 1-15	March 18, 2025	March 28, 2025
March 16-31	April 2, 2025	April 15, 2025
**April 1-5**	April 8, 2025	April 30, 2025
***April 6-30***	May 2, 2025	May 15, 2025
May 1-15	May 19, 2025	May 30, 2025
May 16-31	June 3, 2025	June 13, 2025
June 1-15	Pending Last Day of School	June 30, 2025

**\* December 1 - 7 - Vouchers Due December 10, 2024 due to Winter Break \***

**\*\*April 1 - 5 - Vouchers Due April 8, 2025 due to Spring Break \*\***

**\*\*\* April 6 - 30 - Vouchers Due May 2, 2025 due to Spring Break \*\*\***

**Vouchers must be received by the payroll office by the Voucher Due Dates.**

**Please allow enough time for administrative signatures in order for the voucher to reach the payroll office by the due date.**

**Vouchers not received by the Voucher Due Date will be processed the following pay period.**

All ten month employees will receive regular salary on the last day of school.

\*revised 04/25/2024

**DATES ARE SUBJECT TO CHANGE**