

Springboro Community Schools

Payroll Office 937-748-6013

1685 S. Main Street

Springboro, OH 45066

Pay Schedule School Year 2023 – 2024

Substitutes, extra work, overtime, dock, and leave usage only

**Time sheets not received by
this date will be paid on the
next pay day**

Payday	Payroll Period for subs, overtime, dock, etc.			Notes	Due in CFO's Office Before 3:00 p.m.*
September 5, 2023	July 30, 2023	to	August 12, 2023		August 14, 2023
September 20, 2023	August 13, 2023	to	August 26, 2023		August 28, 2023
October 5, 2023	August 27, 2023	to	September 9, 2023		September 11, 2023
October 20, 2023	September 10, 2023	to	September 23, 2023		September 25, 2023
November 3, 2023	September 24, 2023	to	October 14, 2023	3 weeks for subs/extra pay	October 16, 2023
November 20, 2023	October 15, 2023	to	October 28, 2023		October 30, 2023
December 5, 2023	October 29, 2023	to	November 11, 2023		November 13, 2023
December 20, 2023	November 12, 2023	to	November 25, 2023		November 27, 2023
January 5, 2024	November 26, 2023	to	December 9, 2023		December 11, 2023
January 19, 2024	December 10, 2023	to	December 30, 2023	3 weeks for subs/extra pay	January 3, 2024
February 5, 2024	December 31, 2023	to	January 13, 2024		January 16, 2024
February 20, 2024	January 14, 2024	to	January 27, 2024		January 29, 2024
March 5, 2024	January 28, 2024	to	February 10, 2024		February 13, 2024
March 20, 2024	February 11, 2024	to	March 2, 2024	3 weeks for subs/extra pay	March 4, 2024
April 5, 2024	March 3, 2024	to	March 16, 2024		March 18, 2024
April 19, 2024	March 17, 2024	to	March 30, 2024		April 2, 2024
May 3, 2024	March 31, 2024	to	April 13, 2024		April 15, 2024
May 20, 2024	April 14, 2024	to	April 27, 2024		April 29, 2024
June 5, 2024	April 28, 2024	to	May 11, 2024		May 13, 2024
June 20, 2024	May 12, 2024	to	June 1, 2024	3 weeks for subs/extra pay	June 3, 2024
July 5, 2024	June 2, 2024	to	June 15, 2024		June 17, 2024
July 19, 2024	June 16, 2024	to	June 29, 2024		July 1, 2024
August 5, 2024	June 30, 2024	to	July 13, 2024		July 15, 2024
August 20, 2024	July 14, 2024	to	July 27, 2024		July 29, 2024