

ATLANTIC COMMUNITY SCHOOL DISTRICT
2025-26 SCHEDULE OF PAY PERIODS AND PAY DATES

All time cards for hours worked must be turned in to your supervisor immediately following the end of the pay period. For most employees, this will be on Fridays.

Timecards are due in the Central Office by 4:00 p.m. on the due date specified.

Late time cards will not be paid until the following pay period.

WORK PERIOD	TIME CARDS DUE IN CENTRAL OFFICE	PAY DAY
July 6- July 19, 2025	July 22, 2025	August 1, 2025
July 20 - August 2, 2025	August 5, 2025	August 15, 2025
August 3 – August 16, 2025	August 19, 2025	August 29, 2025
August 17 – August 30, 2025	September 2, 2025	September 12, 2025
August 31 – September 13, 2025	September 16, 2025	September 26, 2025
September 14 – September 27, 2025	September 30, 2025	October 10, 2025
September 28 – October 11, 2025	October 14, 2025	October 24, 2025
October 12 – October 25, 2025	October 28, 2025	November 7, 2025
October 26 – November 8, 2025	November 11, 2025	November 21, 2025
November 9– November 22, 2025	November 25, 2025	December 5, 2025
November 23 – December 6, 2025	December 9, 2025	December 19, 2025
December 7 – December 20, 2025	December 23, 2025*	January 2, 2026
December 21 –January 3, 2026	January 6, 2026	January 16, 2026
January 4 – January 17, 2026	January 20, 2026	January 30, 2026
January 18 – January 31, 2026	February 3, 2026	February 13, 2026
February 1 – February 14, 2026	February 17, 2026	February 27, 2026
February 15 – February 28, 2026	March 3, 2026	March 13, 2026
March 1 – March 14, 2026	March 17, 2026	March 27, 2026
March 15 – March 28, 2026	March 30, 2026	April 10, 2026
March 29 – April 11, 2026	April 15, 2026	April 24, 2026
April 12 – April 25, 2026	April 28, 2026	May 8, 2026
April 26 – May 9, 2026	May 14, 2026	May 22, 2026
May 10 – May 23, 2026	May 26, 2026	June 5, 2026
May 24 - June 6, 2026	June 9 , 2026	June 19 , 2026
June 7 – June 20, 2026	June 23, 2026	July 3, 2026
June 21- July 4, 2026	July 7, 2026	July 17, 2026
July 5- July 18, 2026	July 21, 2026	July 31, 2026

***Holiday time, so please be sure to send the time cards over to Central Office before leaving for Christmas break. The Central Office will be closed from Dec. 22-Jan. 2 2026.**

