



## 2025-2026 PAYROLL CALENDAR

PR	Pay Check Dates	12	10	Payroll Deductions/Other Pays	Subs/Tutors/Extra Time Date range covered
1.	July 15	X		First Check - 12 month staff Longevity for CSEA/NR	6/16 - 6/30
2.	July 30	X			7/01 - 7/15
3.	August 15	X			7/16 - 7/30
4.	August 29	X			7/31 - 8/15
5.	September 15	X	X	First Check - 10 month staff Longevity for CSEA Deductions (insurance, dues, etc.) (20 pays) CAA - SAANYYS Dues (10 pays)	8/16 - 8/30
6.	September 30	X	X		8/31 - 9/15
7.	October 15	X	X		9/16 - 9/30
8.	October 30	X	X		10/01 - 10/15
9.	November 14	X	X	United Way (16 pays)	10/16 - 10/30
10.	November 28	X	X		10/31 - 11/15
11.	December 15	X	X		11/16 - 11/30
12.	December 30	X	X		12/01 - 12/15
13.	January 15	X	X	New Flex/Child Care & CSEA Dental/Vision	12/16 - 12/30
14.	January 30	X	X	CUT Stipend Payment #1	12/31 - 1/15
15.	February 13	X	X		1/16 - 1/30
16.	February 27	X	X		1/31 - 2/15
17.	March 13	X	X		2/16 - 2/28
18.	March 30	X	X		3/01 - 3/15
19.	April 15	X	X		3/16 - 3/30
20.	April 30	X	X		3/31 - 4/15
21.	May 15	X	X		4/16 - 4/30
22.	May 29	X	X		5/01 - 5/15
23.	June 15	X	X		5/16 - 5/30
24.	June 30	X	X	Final Contractual Pay and Balloon Pay, CUT Stipend Payment #2, Mentor Stipend, Vacation Pay	5/31 - 6/15

**24 Checks for 12 month employees • 20 or 24 checks for 10 month employees, including CUT**

*Co-Curricular payment method depends on activity and will be specified in the appointment letter.*

Please contact the Business Office at [payroll@cortlandschools.org](mailto:payroll@cortlandschools.org) or call (607) 758-4122 with questions.