



ALVORD USD 2023 - 2024

Permanent Certificated & Classified
Employee EXTRA DUTY Payroll Schedule

****Timesheets must be filled out completely with all required signatures and received by the Payroll Dept no later than 4:00 p.m. on the DUE DATE listed below. Incomplete timesheets will be returned for corrections.**

P/R #:	PAY PERIOD:	**DUE DATE:	PAYDATE:
12P	06/15/23-06/30/23	07/06/23	07/20/23
1M	07/01/23-07/15/23	07/17/23	07/31/23
2M	07/16/23-08/15/23	08/16/23	08/31/23
3M	08/16/23-09/14/23	09/15/23	09/29/23
4M	09/15/23-10/15/23	10/16/23	10/31/23
5M	10/16/23-11/13/23	11/14/23	11/30/23
6M	11/14/23-12/08/23	12/11/23	12/28/23
6S	11/14/23-12/08/23	12/11/23	01/03/24
7M	12/09/23-01/15/24	01/16/24	01/31/24
8M	01/16/24-02/13/24	02/14/24	02/29/24
9M	02/14/24-03/14/24	03/15/24	03/29/24
10M	03/15/24-04/15/24	04/17/24	04/30/24
11M	04/16/24-05/15/24	05/16/24	05/31/24
12M	05/16/24-06/12/24	06/13/24	06/28/24

**** Time worked must be submitted on a White Extra Duty timesheet, a Green Overtime timesheet or a Yellow Out-of-Class timesheet ****

Any questions please call (951) 509-5080