

**MEMPHIS-SHELBY COUNTY SCHOOLS PAY SCHEDULE 2025-26**  
**10 MONTH HOURLY (Scheduled Work Year 07/28/25 - 05/21/26)**

**School Nutrition Support (Full time) and Mobile Support (Full Time)**

| Timesheet<br>Pay Period | Calendar<br>Pay Period | TIMESHEET<br>& PAYROLL<br>Calendar Days in Pay Period | ATTENDANCE<br>PERIODS<br>Calendar Days in Pay Period | WORK<br>DAYS | INSERVICE<br>DAYS | PAID<br>HOLIDAYS | TOTAL PAID<br>DAYS | NON PAID<br>DAYS | APPROVAL<br>DEADLINE | For APECS use only<br><b>10 NTH</b><br>PAY DAY | Total all Da |
|-------------------------|------------------------|-------------------------------------------------------|------------------------------------------------------|--------------|-------------------|------------------|--------------------|------------------|----------------------|------------------------------------------------|--------------|
| 1                       | 1                      |                                                       |                                                      | 0.00         |                   |                  | 0.00               |                  | 06/27/25             | 07/03/25                                       | 0.00         |
| 2                       | 2                      | 7/1/2025                                              | 7/11/2025                                            | 0.00         |                   |                  | 0.00               | 10.00            | 07/11/25             | 07/18/25                                       | 10.00        |
| 3                       | 3                      | 7/12/2025                                             | 7/25/2025                                            | 0.00         |                   |                  | 0.00               | 10.00            | 07/25/25             | 08/01/25                                       | 10.00        |
| 4                       | 4                      | 7/26/2025                                             | 8/8/2025                                             | 5.00         | 5.00              |                  | 10.00              |                  | 08/08/25             | 08/15/25                                       | 10.00        |
| 5                       | 5                      | 8/9/2025                                              | 8/22/2025                                            | 10.00        |                   |                  | 10.00              |                  | 08/22/25             | 08/29/25                                       | 10.00        |
| 6                       | 6                      | 8/23/2025                                             | 9/5/2025                                             | 9.00         |                   | 1.00             | 10.00              |                  | 09/05/25             | 09/12/25                                       | 10.00        |
| 7                       | 7                      | 9/6/2025                                              | 9/19/2025                                            | 10.00        |                   |                  | 10.00              |                  | 09/19/25             | 09/26/25                                       | 10.00        |
| 8                       | 8                      | 9/20/2025                                             | 10/3/2025                                            | 10.00        |                   |                  | 10.00              |                  | 10/03/25             | 10/10/25                                       | 10.00        |
| 9                       | 9                      | 10/4/2025                                             | 10/17/2025                                           | 5.00         |                   | 3.00             | 8.00               | 2.00             | 10/17/25             | 10/24/25                                       | 10.00        |
| 10                      | 10                     | 10/18/2025                                            | 10/31/2025                                           | 10.00        |                   |                  | 10.00              |                  | 10/31/25             | 11/07/25                                       | 10.00        |
| 11                      | 11                     | 11/1/2025                                             | 11/14/2025                                           | 8.00         | 1.00              | 1.00             | 10.00              |                  | 11/14/25             | 11/21/25                                       | 10.00        |
| 12                      | 12                     | 11/15/2025                                            | 11/28/2025                                           | 5.00         |                   | 2.00             | 7.00               | 3.00             | 11/28/25             | 12/05/25                                       | 10.00        |
| 13                      | 13                     | 11/29/2025                                            | 12/12/2025                                           | 10.00        |                   |                  | 10.00              |                  | 12/12/25             | 12/19/25                                       | 10.00        |
| 14                      | 14                     | 12/13/2025                                            | 12/26/2025                                           | 5.00         |                   | 3.00             | 8.00               | 2.00             | 12/26/25             | 01/02/26                                       | 10.00        |
| 15                      | 15                     | 12/27/2025                                            | 1/9/2026                                             | 4.00         | 1.00              | 3.00             | 8.00               | 2.00             | 01/09/26             | 01/16/26                                       | 10.00        |
| 16                      | 16                     | 1/10/2026                                             | 1/23/2026                                            | 9.00         |                   | 1.00             | 10.00              |                  | 01/23/26             | 01/30/26                                       | 10.00        |
| 17                      | 17                     | 1/24/2026                                             | 2/6/2026                                             | 10.00        |                   |                  | 10.00              |                  | 02/06/26             | 02/13/26                                       | 10.00        |
| 18                      | 18                     | 2/7/2026                                              | 2/20/2026                                            | 8.00         | 1.00              |                  | 9.00               | 1.00             | 02/20/26             | 02/27/26                                       | 10.00        |
| 19                      | 19                     | 2/21/2026                                             | 3/6/2026                                             | 10.00        |                   |                  | 10.00              |                  | 03/06/26             | 03/13/26                                       | 10.00        |
| 20                      | 20                     | 3/7/2026                                              | 3/20/2026                                            | 5.00         |                   | 5.00             | 10.00              |                  | 03/20/26             | 03/27/26                                       | 10.00        |
| 21                      | 21                     | 3/21/2026                                             | 4/3/2026                                             | 9.00         |                   | 1.00             | 10.00              |                  | 04/03/26             | 04/10/26                                       | 10.00        |
| 22                      | 22                     | 4/4/2026                                              | 4/17/2026                                            | 9.00         |                   |                  | 9.00               | 1.00             | 04/17/26             | 04/24/26                                       | 10.00        |
| 23                      | 23                     | 4/18/2026                                             | 5/1/2026                                             | 10.00        |                   |                  | 10.00              |                  | 05/01/26             | 05/08/26                                       | 10.00        |
| 24                      | 24                     | 5/2/2026                                              | 5/15/2026                                            | 10.00        |                   |                  | 10.00              |                  | 05/15/26             | 05/22/26                                       | 10.00        |
| 25                      | 25                     | 5/16/2026                                             | 5/29/2026                                            | 4.00         |                   |                  | 4.00               | 6.00             | 05/29/26             | 06/05/26                                       | 10.00        |
| 26                      | 26                     | 5/30/2026                                             | 6/12/2026                                            | 0.00         |                   |                  | 0.00               | 10.00            | 06/12/26             | 06/19/26                                       | 10.00        |
| 27                      | 27                     | 6/13/2026                                             | 6/26/2026                                            | 0.00         |                   |                  | 0.00               | 10.00            | 06/26/26             | 07/03/26                                       | 10.00        |
|                         |                        |                                                       |                                                      | 175.00       | 8.00              | 20.00            | 203.00             | 57.00            |                      |                                                | 260.00       |

**Start date is 7/28/2025 and end date is 5/21/2026**

Timesheets must be approved by department heads/school principals by noon unless otherwise instructed.

Paid Holidays -- Employees must be in active pay status the day preceding and the day following the holiday (per Board policy and your job class) in order to receive holiday pay.

**HOLIDAYS / VACATION**

|                            |                                |       |
|----------------------------|--------------------------------|-------|
| Labor Day                  | September 1, 2025              | 1.00  |
| Fall Break                 | Oct. 15-17, 2025               | 3.00  |
| Veterans Day               | November 11, 2025              | 1.00  |
| Thanksgiving               | November 27, 28, 2025          | 2.00  |
| Winter Break - Paid Days   | Dec 24-26, 29, 31; Jan 1, 2026 | 6.00  |
| Martin Luther King, Jr Day | January 19, 2026               | 1.00  |
| Spring Break               | March 16-20, 2026              | 5.00  |
| Good Friday                | April 3, 2026                  | 1.00  |
| Total Holidays             |                                | 20.00 |

**Non-work/Non Paid**

|                                             |       |
|---------------------------------------------|-------|
| Fall Break Oct. 13, 14, 2025                | 2.00  |
| Thanksgiving Nov. 24-26, 2025               | 3.00  |
| Winter Break - Dec. 22, 23, 30; Jan 2, 2026 | 4.00  |
| February 13, 2026                           | 1.00  |
| April 6, 2026                               | 1.00  |
| Total                                       | 11.00 |