

MEMPHIS-SHELBY COUNTY SCHOOLS PAY SCHEDULE 2024-25
11 MONTH SALARIED (Scheduled Work Year 07/08/24 - 06/04/25)

Instructional Coaches (PD)

For APECS use only
11ISC
Paid over 26
Even Pay
Periods

Timesheet	Calendar	TIMESHEET & PAYROLL	ATTENDANCE PERIODS	WORK/ADMIN	INSERVICE	PAID	TOTAL	NON PAID	APPROVAL		Total all days
Pay Period	Pay Period	Calendar Days in Pay Period	DAYS	DAYS	HOLIDAYS	PAID DAYS	DAYS	DEADLINE *	PAY DAY		
1	1							06/28/24	07/05/24		0.00
2	2	7/1/2024	7/12/2024	5.00			5.00	07/12/24	07/19/24		10.00
3	3	7/13/2024	7/26/2024	10.00			10.00	07/26/24	08/02/24		10.00
4	4	7/27/2024	8/9/2024	7.50	2.50		10.00	08/09/24	08/16/24		10.00
5	5	8/10/2024	8/23/2024	10.00			10.00	08/23/24	08/30/24		10.00
6	6	8/24/2024	9/6/2024	9.00		1.00	10.00	09/06/24	09/13/24		10.00
7	7	9/7/2024	9/20/2024	10.00			10.00	09/20/24	09/27/24		10.00
8	8	9/21/2024	10/4/2024	10.00			10.00	10/04/24	10/11/24		10.00
9	9	10/5/2024	10/18/2024	5.00			5.00	10/18/24	10/25/24	5.00	10.00
10	10	10/19/2024	11/1/2024	10.00			10.00	11/01/24	11/08/24		10.00
11	11	11/2/2024	11/15/2024	9.00		1.00	10.00	11/15/24	11/22/24		10.00
12	12	11/16/2024	11/29/2024	5.00		3.00	8.00	11/29/24	12/06/24	2.00	10.00
13	13	11/30/2024	12/13/2024	10.00			10.00	12/13/24	12/20/24		10.00
14	14	12/14/2024	12/27/2024	5.00		3.00	8.00	12/27/24	01/03/25	2.00	10.00
15	15	12/28/2024	1/10/2025	5.00		2.00	7.00	01/10/25	01/17/25	3.00	10.00
16	16	1/11/2025	1/24/2025	9.00		1.00	10.00	01/24/25	01/31/25		10.00
17	17	1/25/2025	2/7/2025	10.00			10.00	02/07/25	02/14/25		10.00
18	18	2/8/2025	2/21/2025	9.00	1.00		10.00	02/21/25	02/28/25		10.00
19	19	2/22/2025	3/7/2025	10.00			10.00	03/07/25	03/14/25		10.00
20	20	3/8/2025	3/21/2025	5.00			5.00	03/21/25	03/28/25	5.00	10.00
21	21	3/22/2025	4/4/2025	10.00			10.00	04/04/25	04/11/25		10.00
22	22	4/5/2025	4/18/2025	9.00		1.00	10.00	04/18/25	04/25/25		10.00
23	23	4/19/2025	5/2/2025	10.00			10.00	05/02/25	05/09/25		10.00
24	24	5/3/2025	5/16/2025	10.00			10.00	05/16/25	05/23/25		10.00
25	25	5/17/2025	5/30/2025	7.50	1.50		9.00	05/30/25	06/06/25	1.00	10.00
26	26	5/31/2025	6/13/2025	3.00			3.00	06/13/25	06/20/25	7.00	10.00
		6/14/2025	6/27/2025	0.00			0.00	06/27/25	07/03/25	10.00	10.00
									07/18/25		1.00
				203.00	5.00	12.00	220.00	40.00			260.00

Start date is 7/8/2024 and end date is 6/4/2025

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.

In-Service Days

July 29, 2024	0.50
July 31, 2024	1.00
August 1, 2024	1.00
February 17, 2025	1.00
May 27, 2025	1.00
May 28, 2025	0.50
Total	5.00

Admin Days

July 29, 2024	0.50
July 30,2024	1.00
August 2, 2024	1.00
May 27, 2025	1.00
May 28, 2025	0.50
Total	4.00

Non-work/Non Paid

Fall Break Oct. 7-11, 2024	5.00
Thanksgiving Nov. 25-26, 2024	2.00
Winter Break-Dec. 23, 27, 30; Jan 2,3, 2025	5.00
Spring Break- March 10-14, 2025	5.00
Memorial Day May 26, 2025	1.00
Total	18.00

HOLIDAYS / VACATION

Labor Day	September 2, 2024	1.00
Veterans Day	November 11, 2024	1.00
Thanksgiving	November 27-29, 2024	3.00
Winter Break- Paid Days	Dec 24-26, 31; Jan 1, 2025	5.00
Martin Luther King, Jr Day	January 20, 2025	1.00
Good Friday	April 18, 2025	1.00
Total Holidays		12.00