

**MEMPHIS-SHELBY COUNTY SCHOOLS PAY SCHEDULE 2024-25**  
**11 MONTH SALARIED (Scheduled Work Year 07/15/2024 - 06/11/2025)**

**District Nurses, High School Counselors, CSH Social Workers, Clinical Lead Nurse and Behavioral Analysts**

**For APECS use only**  
**11MS**  
**Paid over 26**  
**Even Pay**  
**Periods**

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

*Start date is 7/15/2024 and end date is 6/11/2025*

**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.**

<u>In-Service Days</u>		<u>Admin Days</u>		<u>Non-work/Non Paid</u>	
July 29, 2024	0.50	July 29, 2024	0.50	Fall Break Oct. 7-11, 2024	5.00
July 31, 2024	1.00	July 30, 2024	1.00	Thanksgiving Nov. 25-26, 2024	2.00
August 1, 2024	1.00	August 2, 2024	1.00	Winter Break-Dec. 23, 27, 30; Jan 2,3, 2025	5.00
February 17, 2025	1.00	May 27, 2025	1.00	Spring Break- March 10-14, 2025	5.00
May 27, 2025	1.00	May 28, 2025	0.50	Memorial Day May 26, 2025	1.00
May 28, 2025	0.50	Total	4.00	Total	18.00
Total	5.00				

**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