



2026 Non-Exempt Staff Payroll Schedule

No.	Payroll Period			Electronic Timesheet Cut Off at 5:00PM	Deadline Approve Electronic Timesheets By 5:00PM	Pay Date
1	12/15/25	to	12/28/25	12/18/25	12/18/25 *Due by 5PM*	01/02/26
2	12/29/25	to	01/11/26	01/14/26	01/14/26	01/16/26
3	01/12/26	to	01/25/26	01/28/26	01/28/26	01/30/26
4	01/26/26	to	02/08/26	02/11/26	02/11/26	02/13/26
5	02/09/26	to	02/22/26	02/25/26	02/25/26	02/27/26
6	02/23/26	to	03/08/26	03/11/26	03/11/26	03/13/26
7	03/09/26	to	03/22/26	03/25/26	03/25/26	03/27/26
8	03/23/26	to	04/05/26	04/08/26	04/08/26	04/10/26
9	04/06/26	to	04/19/26	04/23/26	04/23/26	04/24/26
10	04/20/26	to	05/03/26	05/06/26	05/06/26	05/08/26
11	05/04/26	to	05/17/26	05/20/26	05/20/26	05/22/26
12	05/18/26	to	05/31/26	06/03/26	06/03/26	06/05/26
13	06/01/26	to	06/14/26	06/15/26	06/15/26	06/18/26
14	06/15/26	to	06/28/26	06/29/26	06/29/26	07/02/26
15	06/29/26	to	07/12/26	07/16/26	07/16/26	07/17/26
16	07/13/26	to	07/26/26	07/29/26	07/29/26	07/31/26
17	07/27/26	to	08/09/26	08/12/26	08/12/26	08/14/26
18	08/10/26	to	08/23/26	08/26/26	08/26/26	08/28/26
19	08/24/26	to	09/06/26	09/09/26	09/09/26	09/11/26
20	09/07/26	to	09/20/26	09/23/26	09/23/26	09/25/26
21	09/21/26	to	10/04/26	10/07/26	10/07/26	10/09/26
22	10/05/26	to	10/18/26	10/21/26	10/21/26	10/23/26
23	10/19/26	to	11/01/26	11/04/26	11/04/26	11/06/26
24	11/02/26	to	11/15/26	11/18/26	11/18/26	11/20/26
25	11/16/26	to	11/29/26	12/02/26	12/02/26	12/04/26
26	11/30/26	to	12/13/26	12/16/26	12/16/26	12/18/26