



THE DISTRICT

YSLETA INDEPENDENT SCHOOL DISTRICT

Biweekly Approval Schedule 2023 - 2024

MONTH	PAY DATE	PAY PERIOD	APPROVE BY DATE
2023			
July	7/14/2023	6/17/2023 - 6/30/2023	7/3/2023
	7/28/2023	7/1/2023 - 7/14/2023	7/17/2023
August	8/11/2023	7/15/2023 - 7/28/2023	7/31/2023
	8/25/2023	7/29/2023 - 8/11/2023	8/14/2023
September	9/8/2023	8/12/2023 - 8/25/2023	8/28/2023
	9/22/2023	8/26/2023 - 9/8/2023	9/11/2023
October	10/6/2023	9/9/2023 - 9/22/2023	9/25/2023
	10/20/2023	9/23/2023 - 10/6/2023	10/9/2023
November	11/3/2023	10/7/2023 - 10/20/2023	10/23/2023
	11/17/2023	10/21/2023 - 11/3/2023	11/6/2023
December	12/1/2023	11/4/2023 - 11/17/2023	11/20/2023
	12/15/2023	11/18/2023 - 12/1/2023	12/4/2023
	12/28/2023	12/2/2023 - 12/15/2023	12/18/2023
2024			
January	1/12/2024	12/16/2023 - 12/29/2023	1/1/2024
	1/26/2024	12/30/2023 - 1/12/2024	1/15/2024
February	2/9/2024	1/13/2024 - 1/26/2024	1/29/2024
	2/23/2024	1/27/2024 - 2/9/2024	2/12/2024
March	3/8/2024	2/10/2024 - 2/23/2024	2/26/2024
	3/22/2024	2/24/2024 - 3/8/2024	3/11/2024
April	4/5/2024	3/9/2024 - 3/22/2024	3/25/2024
	4/19/2024	3/23/2024 - 4/5/2024	4/8/2024
May	5/3/2024	4/6/2024 - 4/19/2024	4/22/2024
	5/17/2024	4/20/2024 - 5/3/2024	5/6/2024
	5/31/2024	5/4/2024 - 5/17/2024	5/20/2024
June	6/14/2024	5/18/2024 - 5/31/2024	6/3/2024
	6/28/2024	6/1/2024 - 6/14/2024	6/17/2024

Holidays are determined each year when the District calendar is passed by the Board.

Ten Holidays are granted to 260 day employees.

The 10 Holidays for FY2024 are:

- July Fourth - 07/04/2023
- Labor Day - 09/04/2023
- Veteran's Day - 11/10/2023
- Thanksgiving Day - 11/23/2023
- Christmas Eve and Day - 12/22/2023 & 12/25/2023
- New Year's Day - 01/01/2024
- Martin Luther King - 01/15/2024
- Good Friday - 03/29/2024
- Memorial Day - 05/27/2024

Note: Please do not approve time cards prior to the period end date.
Approval is **due by 5 PM** on the approve by date listed.