



CHARLOTTESVILLE CITY SCHOOLS

Office of the Superintendent

1562 Dairy Road

Charlottesville, VA 22903

(434) 245-2400

Fax (434) 245-2603

www.charlottesvilleschools.org

SUPPORTIVE INFORMATION SHEET CHARLOTTESVILLE CITY SCHOOL BOARD

DATE:	5/2/2024
SUBJECT:	Payroll Calendar Schedule - Renee Hoover
BACKGROUND INFORMATION:	<p>Renee Hoover, Director of Finance, will present the change to the payroll calendar for Board information.</p> <p>Students first day for school year 2024-2025 is August 14th, according to Payroll Policy (DL) when the first day students are required to attend occurs prior to August 15th, the payroll schedule must ensure that all contract personnel are compensated for time worked within the first month of employment. Teachers and support staff, which are 10 month contract personnel, will receive their first paycheck on August 15th.</p>
STRATEGIC PLAN:	<ul style="list-style-type: none">● Priority 3: Support Our Staff● Priority 4: Ensure Effective and Efficient Operations
RECOMMENDATION:	The Superintendent recommends the Board receive the report.
ACTION REQUIRED:	There is no action required. This is provided as information to be in accordance with school board policy.
CONTACT PERSON(S):	Renee Hoover, Director of Finance