

**MURRIETA VALLEY UNIFIED SCHOOL DISTRICT  
SUBSTITUTES PAYROLL INFORMATION  
JULY 2024 - JUNE 2025**

<b>Month</b>	<b>Pay Period</b>	<b><i>Aesop Sign In Sheets due in Payroll Office by 4:30 pm</i></b>	<b>Payday</b>	<b>Time Available</b>	<b>Payroll</b>
JULY	07/01-07/31	08/01/24	08/20/24	CHECKS WILL BE MAILED	02A
AUGUST	08/01-08/31	09/03/24	09/20/24	CHECKS WILL BE MAILED	03A
SEPTEMBER	09/01-09/30	10/01/24	10/18/24	CHECKS WILL BE MAILED	04A
OCTOBER	10/01-10/31	11/01/24	11/20/24	CHECKS WILL BE MAILED	05A
NOVEMBER	11/01-11/30	12/02/24	12/20/24	CHECKS WILL BE MAILED	06A
DECEMBER	12/01-12/31	01/02/25	01/17/25	CHECKS WILL BE MAILED	07A
JANUARY	01/01-01/31	02/03/25	02/20/25	CHECKS WILL BE MAILED	08A
FEBRUARY	02/01-02/28	03/03/25	03/20/25	CHECKS WILL BE MAILED	09A
MARCH	03/01-03/31	04/01/25	04/18/25	CHECKS WILL BE MAILED	10A
APRIL	04/01-04/30	05/01/25	05/20/25	CHECKS WILL BE MAILED	11A
MAY	05/01-05/31	06/02/25	06/20/25	CHECKS WILL BE MAILED	12A
JUNE	06/01-06/30	07/01/25	07/18/25	CHECKS WILL BE MAILED	12P

**Each Substitute is responsible for signing in and certifying hours worked daily on the Frontline report**