



SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

DATE: July 01, 2023
TO: Certificated Monthly (K-12/CDS Teachers, Librarians, Nurses, Counselors & Student Support Advisors)
FROM: Payroll - payrollinquiry@smmusd.org
RE: 2023-2024 PAYROLL SCHEDULE

During the 2023-2024 school year these certificated employees will be paid on a calendar month basis, on the first working day of the month. If that date is a legal holiday, checks will be issued on the next closest workday based on the payroll schedule.

Direct Deposits will be posted to individual bank accounts on the issue date of the check. Anyone who wishes to sign up for direct deposit (strongly encouraged) may do so at any time by accessing the link: Direct Deposit Form

Most forms are available to employees directly on the SMMUSD Staff Portal.

Please note that one-eleventh (1/11) of your annual contract salary will be paid each month listed below.

The 2023-2024 service year work days are as follows for the following classifications:

Table with 4 columns: Classification, Count, Separator, Classification, Count. Rows include K-12 Teachers (184), Middle School Counselors (201), Student Support Advisors (196), Librarians (184), CDS Teachers (183), High School Counselors (194), and Nurses (184).

Table with 2 columns: MONTH, PAY DATE. Rows list months from JULY 2023 to JUNE 2024 with corresponding pay dates.