



SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

DATE: July 01, 2023
TO: 12 Month Classified Employees
FROM: Payroll – payrollinquiry@smmusd.org
RE: 2023-2024 PAYROLL SCHEDULE

During the 2023-2024 school year monthly, Classified employees will be paid on a calendar month basis, on the last working day of the month. If that If this date is a legal holiday or weekend, checks will be issued on the next closest business day.

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

The 2023-2024 service year work days are as follows:

12 Months = 260 Days

Listed below are the 2023-2024 pay dates.

| MONTH | PAY DATE |
|----------------|------------|
| AUGUST 2023 | 8/31/2023 |
| SEPTEMBER 2023 | 9/29/2023 |
| OCTOBER 2023 | 10/31/2023 |
| NOVEMBER 2023 | 11/30/2023 |
| DECEMBER 2023 | 12/29/2023 |
| JANUARY 2024 | 1/31/2024 |
| FEBRUARY 2024 | 2/29/2024 |
| MARCH 2024 | 3/29/2024 |
| APRIL 2024 | 4/30/2024 |
| MAY 2024 | 5/31/2024 |
| JUNE 2024 | 6/28/2024 |
| JULY 2024 | 7/31/2024 |