KCSOS
Kern County Superintendent of Schools
Office of John G. Mendiburu, Ed.D. — Advocates For Children

bulletin
No. 17

May 1, 2025

TO: School District Administrators

FROM: Division of Fiscal Support

SUBJECT: Payroll Processing Dates

Below are the payroll submission dates for July, August, September 2025:

PAYROLL SCHEDULE

	Dist. Cut-Off*	Process	Period-End Date**	Pay Date**
MID A	6/26/25	7/2, 3/2025	6/30/25	7/10/25
MID B	7/2/25	7/8/25	6/30/25	7/15/25
EOM	7/15/25	7/22, 23, 24/2025	7/31/25	7/31/25
MID A	7/29/25	8/4, 5/2025	7/31/25	8/8/25
MID B	8/5/25	8/11/25	7/31/25	8/15/25
EOM	8/13/25	8/20, 21, 22/2025	8/31/25	8/29/25
MID A	8/26/25	9/3, 4/2025	8/31/25	9/10/25
MID B	9/3/25	9/9/25	8/31/25	9/15/21
EOM	9/12/25	9/19, 22, 23/2025	9/30/25	9/30/25

* Into County Office with signed prelist by noon.

** Use these dates for payroll prelists.

The dates listed above are consistent with our requirement for districts to qualify for a pre-audit prior to payroll running. If you find you are unable to meet the deadline, please call the Retirement Department to have your district placed on a post-payroll audit. In the event that you are on the post audit and errors are discovered, you will be required to make the changes on the next available payroll. Please call Vicki Lueck, (661) 636-4706, if you have any questions on this process.

JP:so