



**Office of Human Resources & Employee Relations**

DATE: June 15<sup>th</sup>, 2026

TO: Adjunct & Overload Instructors  
Non-Instructional Certificated Employees

FROM: Vicky Remp, Interim Director of Payroll,  
Ext 6995

SUBJECT: **Schedule of Payroll Issue Dates for Summer 2026**

**SUMMER 2025 PAYROLL ISSUE DATES**  
**Summer 2026: 06/15/2026 - 08/08/2026**

<b>Pay Period</b>	<b>Issue Date</b>
06/15/2026-06/30/2026	07/03/2026
07/01/2026-07/31/2026	08/05/2026
08/01/2026-08/31/2026	09/04/2026

**Adjunct/Overload Instructors:**

**Full Term Classes:** Taught Summer 2026 from 06/15/26 to 08/08/26

- Instructors will be paid in three (3) equal payments.

**Short Term Classes:** payment(s) are made according to number of pay period(s) worked.

- **Example 1:** Classes taught 06/15/26 – 06/25/26 (one pay period): You will receive one (1) payment with an issue date of 07/03/26.
- **Example 2:** Classes taught 07/06/26 – 08/08/26 (two pay periods): You will receive two (2) equal payments: one payment on issue date 08/05/26, the second on issue date 09/04/26.

**Non-Instructional Certificated Employees:**

**Library, Learning Center, Counseling Only** (*excludes Coaching positions*)

Paid for the number of hours worked within a given pay period as reported to Payroll on the Non-Instructional Web Time Sheets.

**Questions?**

**Adjunct & Overload Payroll Specialists:**

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