

**Department of Employee and Retiree Services**

MONTGOMERY COUNTY PUBLIC SCHOOLS

Rockville, Maryland

SCHEDULE OF PAY PERIODS AND PAYDAYS FOR ALL EMPLOYEES

**Fiscal Year 2026–2027**

Pay Period	Pay Period Dates (Saturday through Friday)	Employees Must Submit Time Cards and Absence Requests by End of Shift (A)	Timekeepers to Review and Make Edits with Employees by 12 Noon (B)	Line Managers Must Approve Time Cards and Absence Requests by 10:00 p.m. (C)	Payday Dates
25	May 30, 2026—June 12, 2026	Friday, June 12, 2026	Monday, June 15, 2026	Monday, June 15, 2026	Friday, June 26, 2026
26	June 13, 2026—June 26, 2026	Friday, June 26, 2026	Monday, June 29, 2026	Monday, June 29, 2026	Friday, July 10, 2026
1	June 27, 2026—July 10, 2026	Friday, July 10, 2026	Monday, July 13, 2026	Monday, July 13, 2026	Friday, July 24, 2026
2	July 11, 2026—July 24, 2026	Friday, July 24, 2026	Monday, July 27, 2026	Monday, July 27, 2026	Friday, August 7, 2026
3	July 25, 2026—August 7, 2026	Friday, August 7, 2026	Monday, August 10, 2026	Monday, August 10, 2026	Friday, August 21, 2026
4	August 8, 2026—August 21, 2026	Friday, August 21, 2026	Monday, August 24, 2026	Monday, August 24, 2026	Friday, September 4, 2026
5	August 22, 2026—September 4, 2026	Friday, September 4, 2026	<b>Tuesday, September 8, 2026</b>	<b>**Tuesday, September 8, 2026</b>	*Friday, September 18, 2026
6	September 5, 2026—September 18, 2026	Friday, September 18, 2026	Monday, September 21, 2026	Monday, September 21, 2026	*Friday, October 2, 2026
7	September 19, 2026—October 2, 2026	Friday, October 2, 2026	Monday, October 5, 2026	Monday, October 5, 2026	*Friday, October 16, 2026
8	October 3, 2026—October 16, 2026	Friday, October 16, 2026	Monday, October 19, 2026	Monday, October 19, 2026	*Friday, October 30, 2026
9	October 17, 2026—October 30, 2026	Friday, October 30, 2026	Monday, November 2, 2026	Monday, November 2, 2026	*Friday, November 13, 2026
10	October 31, 2026—November 13, 2026	Friday, November 13, 2026	Monday, November 16, 2026	Monday, November 16, 2026	*Friday, November 27, 2026
11	November 14, 2026—November 27, 2026	Friday, November 27, 2026	Monday, November 30, 2026	Monday, November 30, 2026	*Friday, December 11, 2026
12	November 28, 2026—December 11, 2026	Friday, December 11, 2026	Monday, December 14, 2026	Monday, December 14, 2026	<b>*Thursday, December 24, 2026</b>
13	December 12, 2026—December 25, 2026	Friday, December 25, 2026	Monday, December 28, 2026	<b>**Monday, December 28, 2026</b>	*Friday, January 8, 2027
14	December 26, 2026—January 8, 2027	Friday, January 8, 2027	Monday, January 11, 2027	Monday, January 11, 2027	*Friday, January 22, 2027
15	January 9, 2027—January 22, 2027	Friday, January 22, 2027	Monday, January 25, 2027	Monday, January 25, 2027	*Friday, February 5, 2027
16	January 23, 2027—February 5, 2027	Friday, February 5, 2027	Monday, February 8, 2027	Monday, February 8, 2027	*Friday, February 19, 2027
17	February 6, 2027—February 19, 2027	Friday, February 19, 2027	Monday, February 22, 2027	Monday, February 22, 2027	*Friday, March 5, 2027
18	February 20, 2027—March 5, 2027	Friday, March 5, 2027	Monday, March 8, 2027	Monday, March 8, 2027	*Friday, March 19, 2027
19	March 6, 2027—March 19, 2027	Friday, March 19, 2027	Monday, March 22, 2027	Monday, March 22, 2027	*Friday, April 2, 2027
20	March 20, 2027—April 2, 2027	Friday, April 2, 2027	<b>Tuesday, April 6, 2027</b>	<b>**Tuesday, April 6, 2027</b>	*Friday, April 16, 2027
21	April 3, 2027—April 16, 2027	Friday, April 16, 2027	Monday, April 19, 2027	Monday, April 19, 2027	*Friday, April 30, 2027

22	April 17, 2027—April 30, 2027	Friday, April 30, 2027	Monday, May 3, 2027	Monday, May 3, 2027	*Friday, May 14, 2027
23	May 1, 2027—May 14, 2027	Friday, May 14, 2027	Monday, May 17, 2027	Monday, May 17, 2027	*Friday, May 28, 2027
24	May 15, 2027—May 28, 2027	Friday, May 28, 2027	<b>Tuesday, June 1, 2027</b>	<b>**Tuesday, June 1, 2027</b>	*Friday, June 11, 2027
25	May 29, 2027—June 11, 2027	Friday, June 11, 2027	Monday, June 14, 2027	Monday, June 14, 2027	Friday, June 25, 2027
26	June 12, 2027—June 25, 2027	Friday, June 25, 2027	Monday, June 28, 2027	Monday, June 28, 2027	Friday, July 9, 2027

Note: Bolded dates reflect exceptions to the standard schedule.

\*Pay period that has 10-month deductions withheld, including mandatory pension contributions, 403(b), 457(b), health insurance premiums, FSA, and association deductions.

\*\*Line managers must approve time cards and absence requests by 4:00 p.m.

#### **GENERAL INFORMATION**

1. Pay statements for all staff, including permanent employees, short- and long-term substitute teachers, and temporary part-time employees, will be available through ADP via the Pay Statements and Tax Documents tile in Hub+ 72 hours prior to payday.
2. Employees are locked out of Hub+ Time and Absence as of 12 noon on the date in column B. Timekeepers and line managers can still make edits until 10:00 p.m. on the date in column C, except on the bolded dates.
3. If a timekeeper or line manager submits a time card or absence on behalf of an employee, they must add a comment to document the reason the employee was unable to make the entry. Employees are expected to submit their own time and absences, except in case of an emergency.
4. Please address inquiries to the Employee and Retiree Service Center at 240-740-8100 or through the *ERSC Connect* service portal.