



**Horry County Schools**  
Payroll & Benefit Services  
Ph 843.488.6840 Fax 843.488.6726  
payroll@horrycountyschools.net

## 2023-24 Payroll Schedule

Last Day Paid for Substitutes, Temporary Staff and Additional Pay	Last Day to Enter Timesheet Data and SmartFind Verifications (bookkeepers)	Last Day to Approve Time (by 3:00 pm)	Pay Date
06/29/23	07/03/23	07/06/23	07/13/23
07/18/23	07/20/23	07/25/23	07/31/23
07/26/23	08/01/23	08/02/23	08/15/23
08/21/23	08/23/23	08/25/23	08/31/23
09/05/23	09/07/23	09/11/23	09/15/23
09/19/23	09/21/23	09/25/23	09/29/23
10/03/23	10/05/23	10/09/23	10/13/23
10/19/23	10/23/23	10/25/23	10/31/23
11/03/23	11/07/23	11/09/23	11/15/23
11/15/23	11/17/23	11/21/23	11/30/23
11/30/23	12/04/23	12/06/23	12/12/23
12/07/23	12/11/23	12/13/23	12/29/23
01/02/24	01/04/24	01/08/24	01/12/24
01/19/24	01/23/24	01/25/24	01/31/24
02/05/24	02/07/24	02/09/24	02/15/24
02/19/24	02/21/24	02/23/24	02/29/24
03/05/24	03/07/24	03/11/24	03/15/24
03/15/24	03/19/24	03/21/24	03/27/24
03/26/24	03/28/24	04/09/24	04/15/24
04/18/24	04/22/24	04/24/24	04/30/24
05/03/24	05/07/24	05/09/24	05/15/24
05/21/24	05/23/24	05/27/24	05/31/24
05/31/24	06/04/24	06/06/24	06/13/24
06/13/24	06/18/24	06/20/24	06/27/24

- Time entered or approved after the date listed will be paid on the next pay day.

- Direct deposit notices are available online: <https://ob.horrycountyschools.net>  
You can view and print your direct deposit notifications from this website.  
If you have trouble accessing this site, please call 488.6840 or email  
payroll@horrycountyschools.net for assistance.

- Checks for employees not enrolled in direct deposit are mailed to the address on file  
with Human Resources. Employees must allow 5 business days for  
delivery before requesting a replacement .