

November 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Fiscal Month End (period 4)	2	3	4 • Cut off JV posting (period 4)	5	6	7 Final R-3 reports available (period 4)
8	9	10 • B/W deadline - Dec. 4 pay period	11	12	13	14
15	16	17	18	19 • B/W deadline - Dec. 18 pay period	20	21
22	23	24	25	26 Thanksgiving (Staff Holiday)	27 Day after Thanksgiving (Staff Holiday)	28
29 Fiscal Month End (period 5)	30					

December 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 <ul style="list-style-type: none"> • Staff Evaluations & Org. Charts due • Monthly deadline - December payroll 	2 <ul style="list-style-type: none"> • Cut off JV posting (period 5) Budget overview meeting	3	4	5 Final R-3 reports avail. (period 5)
6	7 Budget Training Session #1	8 <ul style="list-style-type: none"> • B/W deadline - Dec. 30 pay period 	9	10 Budget Training Session #2	11 Budget Training Session #3	12
13	14 Budget Training Session #4	15	16	17 <ul style="list-style-type: none"> • B/W deadline Jan. 15, 2010 pay period 	18	19
20	21	22	23	24 Christmas Eve (Staff Holiday)	25 Christmas Day (Staff Holiday)	26
27 Fiscal Month End (period 6)	28 Staff Holiday <ul style="list-style-type: none"> • Monthly deadline - January payroll 	29	30 <ul style="list-style-type: none"> • Cut off JV posting (period 6) 	31 New Year's Eve (Staff Holiday)		

January 2010

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

					1 New Year's Day (Staff Holiday)	2 Final R-3 reports avail. (period 6)
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 MLK Day (Staff Holiday)	19	20	21	22	23
24	25	26	27	28	29	30
31 Fiscal Month End (period 7)						