

# BENEFITS DEPT MEMO

To: **ALL EMPLOYEES**  
From: Anne Hubbard, Benefits  
RE: Direct Deposit Dates for 2021 - 2022

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According to Administrative Policy Manual Regulation 5.910, employees will be paid the last calendar day of each month. The actual dates for the 2021 - 2022 school year are as follows:

| MONTH           | DIRECT DEPOSIT DATE |
|-----------------|---------------------|
| JULY, 2021      | 30                  |
| AUGUST, 2021    | 31                  |
| SEPTEMBER, 2021 | 30                  |
| OCTOBER, 2021   | 29                  |
| NOVEMBER, 2021  | 30                  |
| DECEMBER, 2021  | 31                  |
| JANUARY, 2022   | 31                  |
| FEBRUARY, 2022  | 28                  |
| MARCH, 2022     | 31                  |
| APRIL, 2022     | 29                  |
| MAY, 2022       | 31                  |
| JUNE, 2022      | 30                  |

***\*\*\*Deposit dates will remain unchanged throughout the school year. School calendar changes due to inclement weather and make-up days will not affect these dates.***