

BENEFITS DEPT MEMO

To: **ALL EMPLOYEES**
From: Anne Hubbard, Benefits
RE: Direct Deposit Dates for 2022 - 2023

According to Administrative Policy Manual Regulation 5.910, employees will be paid the last calendar day of each month. The actual dates for the 2022 - 2023 school year are as follows:

MONTH	DIRECT DEPOSIT DATE
JULY 2022	29
AUGUST 2022	31
SEPTEMBER 2022	30
OCTOBER 2022	31
NOVEMBER 2022	30
DECEMBER 2022	30
JANUARY 2023	31
FEBRUARY 2023	28
MARCH 2023	31
APRIL 2023	28
MAY 2023	31
JUNE 2023	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.***