|  |  |  |
| --- | --- | --- |
| **Accounting Office Calendar** | | |
| **2018-2019 School Calendar** | | | |
| 21 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **July 2018** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | | **1** | **2** | **3** | **4** | **5** | **6** | **7** | | **8** | **9** | **10** | **11** | **12** | **13** | **14** | | **15** | **16** | **17** | **18** | **19** | **20** | **21** | | **22** | **23** | **24** | **25** | **26** | **27** | **28** | | **29** | **30** | **31** |  |  |  |  | |  |  |  |  |  |  |  | | 23 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **August 2018** | | | | | | | | **Su** | **M** | **Tu** | **W** | Th | **F** | **S** | |  |  |  | **1** | **2** | **3** | **4** | | **5** | **6** | **7** | **8** | **9** | **10** | **11** | | **12** | **13** | **14** | **15** | **16** | **17** | **18** | | **19** | **20** | **21** | **22** | **23** | **24** | **25** | | **26** | **27** | **28** | **29** | **30** | **31** |  | |  |  |  |  |  |  |  | | 19 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **September 2018** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  |  |  |  |  | **1** | | **2** | **3** | **4** | **5** | **6** | **7** | **8** | | **9** | **10** | **11** | **12** | **13** | **14** | **15** | | **16** | **17** | **18** | **19** | **20** | **21** | **22** | | **23** | **24** | **25** | **26** | **27** | **28** | **29** | | **30** |  |  |  |  |  |  | | |
| 21 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **October 2018** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  | **1** | **2** | **3** | **4** | **5** | **6** | | **7** | **8** | **9** | **10** | **11** | **12** | **13** | | **14** | **15** | **16** | **17** | **18** | **19** | **20** | | **21** | **22** | **23** | **24** | **25** | **26** | **27** | | **28** | **29** | **30** | **31** |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | | 17 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **November 2018** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  |  |  | **1** | **2** | **3** | | **4** | **5** | **6** | **7** | **8** | **9** | **10** | | **11** | **12** | **13** | **14** | **15** | **16** | **17** | | **18** | **19** | **20** | **21** | **22** | **23** | **24** | | **25** | **26** | **27** | **28** | **29** | **30** |  | |  |  |  |  |  |  |  | | 13 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **December 2018** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  |  |  |  |  | **1** | | **2** | **3** | **4** | **5** | **6** | **7** | **8** | | **9** | **10** | **11** | **12** | **13** | **14** | **15** | | **16** | **17** | **18** | **19** | **20** | **21** | **22** | | **23** | **24** | **25** | **26** | **27** | **28** | **29** | | **30** | **31** |  |  |  |  |  | | |
| 20 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **January 2019** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  | **1** | **2** | **3** | **4** | **5** | | **6** | **7** | **8** | **9** | **10** | **11** | **12** | | **13** | **14** | **15** | **16** | **17** | **18** | **19** | | **20** | **21** | **22** | **23** | **24** | **25** | **26** | | **27** | **28** | **29** | **30** | **31** |  |  | |  |  |  |  |  |  |  | | 20 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **February 2019** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  |  |  |  | **1** | **2** | | **3** | **4** | **5** | **6** | **7** | **8** | **9** | | **10** | **11** | **12** | **13** | **14** | **15** | **16** | | **17** | **18** | **19** | **20** | **21** | **22** | **23** | | **24** | **25** | **26** | **27** | **28** |  |  | |  |  |  |  |  |  |  | | 16 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **March 2019** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  |  |  |  | **1** | **2** | | **3** | **4** | **5** | **6** | **7** | **8** | **9** | | **10** | **11** | **12** | **13** | **14** | **15** | **16** | | **17** | **18** | **19** | **20** | **21** | **22** | **23** | | **24** | **25** | **26** | **27** | **28** | **29** | **30** | | **31** |  |  |  |  |  |  | | |
| 20 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **April 2019** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  | **1** | **2** | **3** | **4** | **5** | **6** | | **7** | **8** | **9** | **10** | **11** | **12** | **13** | | **14** | **15** | **16** | **17** | **18** | **19** | **20** | | **21** | **22** | **23** | **24** | **25** | **26** | **27** | | **28** | **29** | **30** |  |  |  |  | |  |  |  |  |  |  |  | | 18/22 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **May 2019** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  |  | **1** | **2** | **3** | **4** | | **5** | **6** | **7** | **8** | **9** | **10** | **11** | | **12** | **13** | **14** | **15** | **16** | **17** | **18** | | **19** | **20** | **21** | **22** | **23** | **24** | **25** | | **26** | **27** | **28** | **29** | **30** | **31** |  | |  |  |  |  |  |  |  | | 20 days   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **June 2019** | | | | | | | | **Su** | **M** | **Tu** | **W** | **Th** | **F** | **S** | |  |  |  |  |  |  | **1** | | **2** | **3** | **4** | **5** | **6** | **7** | **8** | | **9** | **10** | **11** | **12** | **13** | **14** | **15** | | **16** | **17** | **18** | **19** | **20** | **21** | **22** | | **23** | **24** | **25** | **26** | **27** | **28** | **29** | | **30** |  |  |  |  |  |  | | |

12/20, 4/22, 5/24 - weather days

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | School Closed/ Holidays |  |  | Invoices/Bills Due to AP Time Edits/Leave Requests Due | | |
|  |  |  |  |  |  | | |
|  |  | Begin Pay Period |  |  | Receivables Due Time Sheets Due | | |
|  |  |  |  |  |  | | |
|  |  | End Pay Period |  |  | Pay Day |  | Inventory Days |
|  |  |  |  |  |  | | |

**Board Meeting Dates: (*Usually 3rd Monday of month*) 7/16, 8/20, 9/17, 10/15, 11/15, 12/17, 1/17, 2/21, 3/18, 4/15, 5/20, 6/17**

**Claim Docket Pay Dates: 7/17, 8/21, 9/18, 10/16, 11/16, 12/18, 1/18, 2/22, 3/19, 4/16, 5/21, 6/18, 6/28**

**INVENTORY SCHEDULE:**

**Aug 20-24 AES; Aug 27–Sept 7 BSM; Sept 10-14 AHS; Sept 17-21 ARC/PC; Sept 24-28 BS/FS**

**Apr 1-5 AHS; Apr 8-18 BSM; Apr 23-26 ARC; Apr 29–May 3 FS/PC; May 6-10 AES; May 22–23 AHS (library); May 25–29 BS**

**Personnel Items due to HR (by noon): 7/5, 8/9, 9/6, 10/4, 11/6, 12/6, 1/8, 2/12, 2/28, 4/4, 5/9, 6/6**