

# January 2023 **\*\*Denotes Change\*\***

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Auditor's Office Closed	3 <b>MUNIS CLOSED</b>  Emergency PO'S Issued Only	4 <b>MUNIS CLOSED</b>	5 <b>MUNIS CLOSED</b>	6 <b>PAY DAY</b> Payroll Changes Due by Noon	7
8	9 Transfers due by Noon for Wednesday	10	11 Emergency Checks Cut Payroll Batches Released	12 Regular Bills due by 4:00 PM **Board Bills Due by 4:00 PM**	13 Transfers due by Noon for Wednesday **Payroll Summaries due by Noon**	14
15	16 <b>HOLIDAY-MLK</b>	17	18 All Checks Cut	19 Regular Bills due by 4:00 PM	20 <b>PAY DAY</b> Board Bills Due by Noon Payroll Changes Due by Noon	21
22	23 Transfers due by Noon for Wednesday	24	25 All Checks Cut Payroll Batches Released	26 Regular Bills due by 4:00 PM	27 Board Bills Due by Noon	28
29	30 Transfers due by Noon for Wednesday Payroll Summaries due by Noon	31	1 All Checks Cut	2 Regular Bills due by 4:00 PM	3 <b>PAY DAY</b> Board Bills Due by Noon Payroll Changes Due by Noon	4