

# Riverview Gardens School District

## INVOICE PROCESSING CALENDAR - SCHOOL COPY SCHOOL YEAR 2021 - 2022

<u>MONTH</u>	<u>INVOICES DUE AND PACKING SLIPS RECEIPTED BY:</u>	<u>INVOICES PROCESSED THROUGH</u>	<u>CHECKS WRITTEN ON:</u>	<u>BOARD REPORT TO SUPERINTENDENT'S OFFICE:</u>	<u>CHECKS APPROVED BY BOARD ON:</u>	<u>CHECKS MAILED ON:</u>
			<u>1st &amp; 3rd Tuesday</u>	<u>1st Wednesday(8 a.m.)</u>	<u>2nd &amp; 4th Tuesday</u>	<u>Dates as Follows</u>
JULY	July 2, 2021	July 6, 2021	July 6, 2021	July 7, 2021	July 13, 2021	July 14, 2021
JULY	July 30, 2021	August 3, 2021	August 3, 2021	August 4, 2021	August 10, 2021	August 11, 2021
AUGUST	August 13, 2021	August 17, 2021	August 17, 2021	August 18, 2021	August 24, 2021	August 25, 2021
AUGUST	September 3, 2021	September 7, 2021	September 7, 2021	September 8, 2021	September 14, 2021	September 15, 2021
SEPTEMBER	September 17, 2021	September 21, 2021	September 21, 2021	September 22, 2021	September 28, 2021	September 29, 2021
SEPTEMBER	October 1, 2021	October 5, 2021	October 5, 2021	October 6, 2021	October 12, 2021	October 6, 2021
OCTOBER	October 15, 2021	October 19, 2021	October 19, 2021	October 20, 2021	October 26, 2021	October 20, 2021
OCTOBER	October 29, 2021	November 2, 2021	November 2, 2021	November 3, 2021	November 9, 2021	November 10, 2021
NOVEMBER	November 12, 2021	November 16, 2021	November 16, 2021	November 17, 2021	November 23, 2021	November 24, 2021 <b>Off 11/24 - 11/26</b>
NOVEMBER	December 3, 2021	December 7, 2021	December 7, 2021	December 8, 2021	December 14, 2021	December 15, 2021
DECEMBER				<b>NO MEETING</b>	<b>NO MEETING</b>	<b>Off 12/20/21 - 01/01/22</b>
DECEMBER	December 31, 2021	January 4, 2022	January 4, 2022	January 5, 2022	January 11, 2022	January 12, 2022
JANUARY	January 14, 2022	January 18, 2022	January 18, 2022	January 19, 2022	January 25, 2022	January 26, 2022
JANUARY	January 28, 2022	February 1, 2022	February 1, 2022	February 2, 2022	February 8, 2022	February 9, 2022
FEBRUARY	February 11, 2022	February 15, 2022	February 15, 2022	February 16, 2022	February 22, 2022	February 23, 2021
FEBRUARY	February 25, 2022	March 1, 2022	March 1, 2022	March 2, 2022	March 8, 2022	March 9, 2022
MARCH	March 11, 2022	March 15, 2022	March 15, 2022	March 16, 2022	March 29, 2022	March 30, 2022 <b>Off 03/21 - 03/25</b>
MARCH	April 1, 2022	April 5, 2022	April 5, 2022	April 6, 2022	April 12, 2022	April 13, 2022
APRIL	April 15, 2022	April 19, 2022	April 19, 2022	April 20, 2022	April 26, 2022	April 27, 2022
APRIL	April 29, 2022	May 3, 2022	May 3, 2022	May 4, 2022	May 10, 2022	May 11, 2022
MAY	May 13, 2022	May 17, 2022	May 17, 2022	May 18, 2022	May 24, 2022	May 25, 2022
MAY	May 27, 2022	June 7, 2022	June 7, 2022	June 8, 2022	June 14, 2022	June 15, 2022
JUNE	June 17, 2021	June 21, 2022	June 21, 2022	June 22, 2022	June 28, 2022	June 29, 2022
JUNE	June 24, 2022	July 5, 2022	June 30, 2022			July 1, 2022

**Invoices received by June 10, 2022 will be paid on June 21, 2022.  
ALL invoices received AFTER June 10, 2022 will be paid AFTER July 1, 2022.**