



**WINCHESTER PUBLIC SCHOOLS
2022-2023 INVOICE CUT-OFF DATES
SCHOOL BOARD MEETING DATES
(Revised 09/09/2022)**

FINANCE OFFICE INVOICE CUT-OFF DATES	EXPENDITURE REPORT TO SUPERINTENDENT'S OFFICE	PACKETS DELIVERED TO SCHOOL BOARD MEMBERS	SCHOOL BOARD MEETING DATE
July 29, 2022	August 1, 2022	August 2, 2022	August 8, 2022
August 12, 2022	August 15, 2022	August 16, 2022	August 22, 2022
September 2, 2022	September 6, 2022	September 7, 2022	September 12, 2022
September 16, 2022	September 19, 2022	September 20, 2022	September 26, 2022
September 30, 2022	October 3, 2022	October 4, 2022	October 10, 2022
October 14, 2022	October 17, 2022	October 18, 2022	October 24, 2022
November 4, 2022	November 7, 2022	November 8, 2022	November 14, 2022
November 18, 2022	November 21, 2022	November 22, 2022	November 28, 2022
December 2, 2022	December 5, 2022	December 6, 2022	December 12, 2022
December 30, 2022	December 30, 2022	January 3, 2023	January 9, 2023
January 13, 2023	January 13, 2023	January 17, 2023	January 23, 2023
February 3, 2023	February 6, 2023	February 7, 2023	February 13, 2023
February 17, 2023	February 17, 2023	February 21, 2023	February 27, 2023
March 3, 2023	March 6, 2023	March 7, 2023	March 13, 2023
March 17, 2023	March 20, 2023	March 21, 2023	March 27, 2023
March 31, 2023	March 31, 2023	March 31, 2023	April 10, 2023
April 14, 2023	April 17, 2023	April 18, 2023	April 24, 2023
April 28, 2023	May 1, 2023	May 2, 2023	May 8, 2023
May 12, 2023	May 15, 2023	May 16, 2023	May 22, 2023
June 2, 2023	June 5, 2023	June 6, 2023	June 12, 2023
June 16, 2023	June 19, 2023	June 20, 2023	June 26, 2023

PLEASE DO NOT HOLD INVOICES UNTIL THE FINANCE CUT-OFF DATE. SEND APPROVED INVOICES TO THE FINANCE OFFICE DAILY.

THE FINANCE OFFICE SHOULD RECEIVE INVOICES BY 12 NOON ON THE CUT-OFF DATE TO BE APPROVED FOR PAYMENT AT THE NEXT SCHOOL BOARD MEETING. ANY INVOICES RECEIVED AFTER 12 NOON WILL BE CONSIDERED AS NEXT DAY'S MAIL.