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**FINNEYTOWN LOCAL SCHOOL DISTRICT**

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**TO: ALL EMPLOYEES**  
**FROM: Anita E. Ruffin**  
**DATE: 07/05/2022 Updated**  
**RE: PAYROLL CLOSING DATES 2022-2023**

<b>PAY PERIODS</b> ▼	<b>TIME SHEETS DUE IN PAYROLL OFFICE BY NOON ON:</b>	<b>PAY DATES</b> ▼
Jun 13 thru July 15	7/19/22	July 29, 2022
Jul 18 thru Aug 12	8/16/22	August 31, 2022
Aug 15 thru Sep 16	9/20/22	September 30, 2022
Sep 19 thru Oct 14	10/18/22	October 31, 2022
Oct 17 thru Nov 11	11/15/22	November 30, 2022
Nov 14 thru Dec 16	12/20/22	December 30, 2022
Dec 19 thru Jan 13	1/17/23	January 31, 2023
Jan 16 thru Feb 10	2/14/23	February 28, 2023
Feb 13 thru Mar 17	3/21/23	March 31, 2023
Mar 20 thru Apr 14	4/18/23	April 28, 2023
Apr 17 thru May 12	5/23/23	May 31, 2023
May 15 thru Jun 16	6/20/23	July 3, 2023

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**\*\*TIME SHEETS MUST BE FILLED OUT IN BLUE OR BLACK INK \*\***  
**NO PENCIL OR COLORED INK WILL BE ACCEPTED.**  
**TIME SHEETS COMPLETED IN PENCIL OR COLORED INK WILL BE RETURNED TO BE  
CORRECTED IN BLUE OR BLACK INK.**

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