







January 2023



December '22							February '23						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	
4	5	6	7	8	9	10	5	6	7	8	9	10	11
11	12	13	14	15	16	17	12	13	14	15	16	17	18
18	19	20	21	22	23	24	19	20	21	22	23	24	25
25	26	27	28	29	30	31	26	27	28				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 GUARDIANS: APPROVE HOURS BY 10AM 	3	4	5	6	7
8	9	10 PAY DAY 	11	12	13 STAFF: SUBMIT TIMESHEET BY 10 AM  <i>*Complete Goals by 5pm*</i>	14
15	16 GUARDIANS: APPROVE HOURS BY 10AM 	17	18	19	20	21
22	23	24	25 PAY DAY 	26	27	28
29	30	31 STAFF: SUBMIT TIMESHEET BY 10 AM  <i>*Complete Goals by 5pm*</i>	1	2	3	4
5	6	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				



February 2023



January '23						
S	M	T	W	T	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				

March '23						
S	M	T	W	T	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	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 GUARDIANS: APPROVE HOURS BY 10AM 	2	3	4
5	6	7	8	9	10 PAY DAY 	11
12	13	14	15 STAFF: SUBMIT TIMESHEET BY 10 AM <i>*Complete Goals by 5pm*</i>	16 GUARDIANS: APPROVE HOURS BY 10AM 	17	18
19	20	21	22	23	24 PAY DAY 	25
26	27	28 STAFF: SUBMIT TIMESHEET BY 10 AM <i>*Complete Goals by 5pm*</i>	1	2	3	4
5	6	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				



March 2023



February '23						
S	M	T	W	T	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				



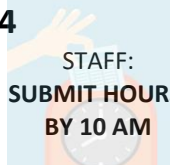



April '23						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
26	27	28	1 GUARDIANS: APPROVE HOURS BY 10AM 	2	3	4	
5	6	7	8	9	10 PAY DAY 	11	
12	13	14	15 STAFF: SUBMIT TIMESHEET BY 10 AM <i>*Complete Goals by 5pm*</i>	16 GUARDIANS: APPROVE HOURS BY 10AM 	17	18	
19	20	21	22	23	24 PAY DAY 	25	
26	27	28	29	30	31 STAFF: SUBMIT TIMESHEET BY 10 AM <i>*Complete Goals by 5pm*</i>	1	
2	3	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.					

April 2023



March '23							May '23						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		1	2	3	4	5	6
5	6	7	8	9	10	11	7	8	9	10	11	12	13
12	13	14	15	16	17	18	14	15	16	17	18	19	20
19	20	21	22	23	24	25	21	22	23	24	25	26	27
26	27	28	29	30	31		28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3 GUARDIANS: APPROVE HOURS BY 10AM 	4	5	6	7	8
9	10 PAY DAY 	11	12	13	14 STAFF: SUBMIT HOURS BY 10 AM  <i>*Complete Goals by 5pm*</i>	15
16	17 GUARDIANS: APPROVE HOURS BY 10AM 	18	19	20	21	22
23	24	25 PAY DAY 	26	27	28 STAFF: SUBMIT TIMESHEETS BY 10 AM  <i>*Complete Goals by 5pm*</i>	29
30	1	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				



May 2023



April '23							June '23						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1					1	2	3
2	3	4	5	6	7	8	4	5	6	7	8	9	10
9	10	11	12	13	14	15	11	12	13	14	15	16	17
16	17	18	19	20	21	22	18	19	20	21	22	23	24
23	24	25	26	27	28	29	25	26	27	28	29	30	
						30							

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 GUARDIANS: APPROVE HOURS BY 10AM 	2	3	4	5	6
7	8	9	10 PAY DAY 	11	12	13
14	15 STAFF: SUBMIT TIMESHEETS BY 10 AM <i>*Complete Goals by 5pm*</i>	16 GUARDIANS: APPROVE HOURS BY 10AM 	17	18	19	20
21	22	23	24	25 PAY DAY 	26	27
28	29	30	31 STAFF: SUBMIT TIMESHEETS BY 10 AM <i>*Complete Goals by 5pm*</i>	1	2	3
4	5	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				



June 2023



May '23						
S	M	T	W	T	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			

July '23						
S	M	T	W	T	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					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1 GUARDIANS: APPROVE HOURS BY 10AM 	2	3
4	5	6	7	8	PAY DAY 	10
11	12	13	14	15 STAFF: SUBMIT TIMESHEETS BY 10 AM <i>*Complete Goals by 5pm*</i>	16 GUARDIANS: APPROVE HOURS BY 10AM 	17
18	19	20	21	22	PAY DAY 	24
25	26	27	28	29	30 STAFF: SUBMIT HOURS BY 10 AM <i>*Complete Goals by 5pm*</i>	1
2	3	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				



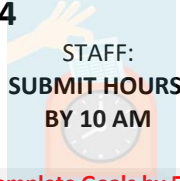





July 2023



June '23						
S	M	T	W	T	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	

August '23						
S	M	T	W	T	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		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
2	3 GUARDIANS: APPROVE HOURS BY 10AM 	4	5	6	7	8
9	10 PAY DAY 	11	12	13	14 STAFF: SUBMIT HOURS BY 10 AM  <i>*Complete Goals by 5pm*</i>	15
16	17 GUARDIANS: APPROVE HOURS BY 10AM 	18	19	20	21	22
23	24	25 PAY DAY 	26	27	28	29
30	31 STAFF: SUBMIT HOURS BY 10 AM  <i>*Complete Goals by 5pm*</i>	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				



August 2023



July '23							September '23						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1						1	2
2	3	4	5	6	7	8	3	4	5	6	7	8	9
9	10	11	12	13	14	15	10	11	12	13	14	15	16
16	17	18	19	20	21	22	17	18	19	20	21	22	23
23	24	25	26	27	28	29	24	25	26	27	28	29	30
30	31												

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
30	31	1 GUARDIANS: APPROVE HOURS BY 10AM 	2	3	4	5	
6	7	8	9	10 PAY DAY 	11	12	
13	14	15 STAFF: SUBMIT HOURS BY 10 AM <i>*Complete Goals by 5pm*</i>	16 GUARDIANS: APPROVE HOURS BY 10AM 	17	18	19	
20	21	22	23	24	25 PAY DAY 	26	
27	28	29	30	31 STAFF: SUBMIT HOURS BY 10 AM <i>*Complete Goals by 5pm*</i>	1	2	
3	4	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.					

September 2023



August '23							October '23						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	1	2	3	4	5	6	7
6	7	8	9	10	11	12	8	9	10	11	12	13	14
13	14	15	16	17	18	19	15	16	17	18	19	20	21
20	21	22	23	24	25	26	22	23	24	25	26	27	28
27	28	29	30	31			29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1 GUARDIANS: APPROVE HOURS BY 10 AM 	2
3	4	5	6	7	8 PAY DAY 	9
10	11	12	13	14	15 STAFF: SUBMIT HOURS BY 10 AM <i>*Complete Goals by 5pm*</i>	16
17	18 GUARDIANS: APPROVE HOURS BY 10 AM 	19	20	21	22	23
24	25 PAY DAY 	26	27	28	29 STAFF: SUBMIT HOURS BY 10 AM <i>*Complete Goals by 5pm*</i>	30
1	2	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				









October 2023



September '23						
S	M	T	W	T	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

November '23						
S	M	T	W	T	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		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 GUARDIANS: APPROVE HOURS BY 10 AM 	3	4	5	6	7
8	9	10 PAY DAY 	11	12	13 STAFF: SUBMIT HOURS BY 10 AM  <i>*Complete Goals by 5pm*</i>	14
15	16 GUARDIANS: APPROVE HOURS BY 10 AM 	17	18	19	20	21
22	23	24	25 PAY DAY 	26	27	28
29	30	31 STAFF: SUBMIT HOURS BY 10 AM  <i>*Complete Goals by 5pm*</i>	1	2	3	4
5	6	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				










November 2023



October '23						
S	M	T	W	T	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				







December '23						
S	M	T	W	T	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						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
29	30	31	1 GUARDIANS: APPROVE HOURS BY 10 AM 	2	3	4	
5	6	7	8	9	10 PAY DAY 	11	
12	13	14	15 STAFF: SUBMIT HOURS BY 10 AM  <i>*Complete Goals by 5pm*</i>	16 GUARDIANS: APPROVE HOURS BY 10 AM 	17	18	
19	20	21	22	23	24 PAY DAY 	25	
26	27	28	29	30 STAFF: SUBMIT HOURS BY 10 AM  <i>*Complete Goals by 5pm*</i>	1	2	
3	4	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.					

December 2023



November '23							January '24						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		1	2	3	4	5	6
5	6	7	8	9	10	11	7	8	9	10	11	12	13
12	13	14	15	16	17	18	14	15	16	17	18	19	20
19	20	21	22	23	24	25	21	22	23	24	25	26	27
26	27	28	29	30			28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1 GUARDIANS: APPROVE HOURS BY 10 AM 	2
3	4	5	6	7	8 PAY DAY 	9
10	11	12	13	14	15  STAFF: SUMBIT HOURS BY 10 AM <i>*Complete Goals by 5pm*</i>	16
17	18 GUARDIANS: APPROVE HOURS BY 10AM 	19	20	21	22 	23
24	25 PAY DAY 	26	27	28	29  STAFF: SUMBIT HOURS BY 10 AM <i>*Complete Goals by 5pm*</i>	30
31	1	**PLEASE NOTE** These payroll procedures and deadlines are in place to ensure that your payment for services are paid out to you in a timely manner. Failure to complete in accordance may result in delay in your payment.				

