

**Mary E. Devin Education Support Center  
Payroll Department  
July 1, 2022**

Listed below are the cut-off and due dates to the Payroll Department for extra pay extra duty payments for the 2022-22 school year. The same dates apply for vouchers to be submitted to the Accounts Payable Department for travel reimbursement.

<b><u>CUT-OFF</u></b>	<b><u>REG. BOARD MTG.</u></b>	<b><u>VOUCHER PAY</u></b>
July 15, 2022	Aug. 1, 2022	Aug. 3, 2022
Aug. 19, 2022	Sep. 6, 2022	Sept. 8, 2022
Sep. 16, 2022	Oct. 3, 2022	Oct. 5, 2022
Oct. 21, 2022	Nov. 7, 2022	Nov. 9, 2022
Nov. 18, 2022	Dec. 5, 2022	Dec. 7, 2022
Dec. 16, 2022	Jan. 9, 2023	Jan. 11, 2023
Jan. 20, 2023	Feb. 6, 2023	Feb. 8, 2023
Feb. 17, 2023	March 6, 2023	March 8, 2023
March 18, 2023	April 5, 2023	April 7, 2023
April 14, 2023	May 2, 2023	May 4, 2023
May 19, 2023	June 5, 2023	June 7, 2023
June 16, 2023	June 28, 2023	June 29, 2023

**ALL VOUCHERS ARE TO BE SUBMITTED MONTHLY**