



June 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Payroll Closes today at 5:00pm. All changes and corrections must be made in Spokechoice for period of 5/16/24-5/31/24. PROVIDERS MAKE SURE GUARDIANS APPROVE HOURS TODAY.
2	3 All hours must be approved by 9:00am – no exceptions. Payroll closed on 6/1/24	4	5	6	7	8
9	10	11	12 PAYDAY Direct Deposits In bank by 9:00am and Paychecks Mailed by 3:00pm today	13	14	15
16 Happy Fathers Day! Payroll Closes today by 5:00pm. All changes and corrections must be made in Spokechoice for period of 6/1/24-6/15/24. PROVIDERS MAKE SURE GUARDIANS APPROVE HOURS TODAY	17 All hours must be approved by 9:00am – no exceptions. Payroll closed on 6/16/24	18	19 Holiday – Juneteenth Affinity Offices are OPEN	20	21	22
23	24	25	26 PAYDAY Direct Deposits In bank by 9:00am and Paychecks Mailed by 3:00pm today	27	28	29
30	Notes:					