



BULLETIN

SUBJECT: 2018-19 YEAR-END CLOSING DATES 2018-19 NO. BS-22

TO:

DATE: February 19, 2019

PREPARED BY: Gloria Chung **DEPARTMENT:**

REVIEWED BY: John Quinto, Ed.D
Chief Business Officer

The attached calendar of **BUSINESS SERVICES 2018-19 DATES** reflects the end of

year planning for all school sites and departments. Please submit requisitions as early as possible to allow adequate time for Purchasing Review Committee to review and approve. It is the vision of the committee to hold to 2017/18 expenditures levels. Do not wait until the deadline. There will not be access to emergency requisitions so please