



**P U Y A L L U P**  
 SCHOOL DISTRICT  
*A Tradition of Excellence*

**SCHEDULE OF ACCOUNTS PAYABLE & CONTRACT MANAGEMENT DUE DATES  
 FOR FISCAL YEAR 2023-24**

BOARD MEETING DATE	CONTRACT MANAGEMENT ITEMS DUE TO PURCHASING	BOARD DOCS DUE TO SHARI	CHECK DATE	ACCOUNTS PAYABLE CUTOFF
10/2/2023	9/19/2023	9/22/2023	9/15/2023	9/8/2023
10/16/2023	10/3/2023	10/6/2023	9/29/2023	9/22/2023
11/6/2023	10/24/2023	10/27/2023	10/13/2023	10/6/2023
11/20/2023	11/6/2023	11/9/2023	10/31/2023	10/23/2023
12/4/2023	11/17/2023	11/22/2023	11/15/2023	11/7/2023
1/8/2024	12/15/2023	1/4/2024	11/30/2023	11/17/2023
1/8/2024	12/15/2023	1/4/2024	12/15/2023	12/8/2023
1/22/2024	1/9/2024	1/12/2024	12/28/2023	12/19/2023
2/5/2024	1/23/2024	1/26/2024	1/12/2024	1/4/2024
2/20/2024	2/6/2024	2/9/2024	1/31/2024	1/23/2024
3/4/2024	2/20/2024	2/23/2024	2/15/2024	2/7/2024
3/18/2024	3/5/2024	3/8/2024	2/29/2024	2/21/2024
4/1/2024	3/19/2024	3/22/2024	3/15/2024	3/7/2024
5/6/2024	4/23/2024	4/26/2024	3/29/2024	3/21/2024
5/6/2024	4/23/2024	4/26/2024	4/15/2024	4/5/2024
5/20/2024	5/7/2024	5/10/2024	4/30/2024	4/22/2024
6/3/2024	5/21/2024	5/24/2024	5/15/2024	5/7/2024
6/17/2024	6/4/2024	6/7/2024	5/31/2024	5/22/2024
7/1/2024	6/18/2024	6/21/2024	6/14/2024	6/7/2024
8/5/2024*	7/23/2024	7/26/2024	6/28/2024	6/20/2024
8/5/2024*	7/23/2024	7/26/2024	7/15/2024	7/5/2024
8/19/2024*	8/6/2024	8/9/2024	7/31/2024	7/23/2024
9/3/2024*	8/20/2024	8/23/2024	8/15/2024	8/7/2024
9/17/2024*	9/3/2024	9/6/2024	8/30/2024	8/23/2024

\*Boards dates listed are tentative and may be changed in the future