



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103

**2026-2027 SCHOOL YEAR**

DUE DATES FOR REIMBURSEMENTS AND AUTHORIZATIONS TO PAY\*

<u>Date Due to Business Office</u>	<u>Date of Board Meeting</u>
June 26	July 9
August 7	August 18
September 18	September 29
October 16	October 27
November 6	November 17
December 4	December 15
January 15	January 26
February 12	February 23
March 5	March 16
April 9	April 20
May 7	May 18
June 11	June 22

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OTHER IMPORTANT DATES:

October 16 – Please submit **any** 1<sup>st</sup> Quarter reimbursements you may have accumulated (mileage, reimbursements, intradistrict mileage, etc.)

January 15 – Please submit 2<sup>nd</sup> Quarter reimbursement

April 9 – Please submit 3<sup>rd</sup> Quarter reimbursements

*\*Please note, this is the deadline to the **Business Office**. If you need a reimbursement paid on the board meeting of that month, you may need to get it to your supervisor several days before the deadline to review and authorize your request.*

**APRIL 16, 2027 – CLOSE of POs for School Year 2026-27**

*\*\*Any PO's submitted after this date will be paid out of School Year 2027-28 funds.*