



Monterey County Office of Education

Leadership, Support, and Service to Prepare All Students for Success

*Dr. Nancy Kotowski
County Superintendent of Schools*

Finance and Business Services

Bulletin No. 12-020

TO: Superintendents, Chief Business Officials and Payroll Staff

FROM: ⁵³ Suzette Burns, Administrator
Business Services

DATE: December 16, 2011

SUBJECT: Early Release of Payroll and Voluntary Deduction Warrants

This is a reminder that payroll and voluntary deduction warrants should not be distributed prior to the printed issue date. If warrants are mailed, they should not be received prior to the warrant date. Should a district be identified as non-compliant, the district may not be allowed to pick up payroll prior to payday in the future.

Warrant dates include:

- Classified payroll and voluntary deduction warrants are dated December 29, 2011.
- Certificated payroll and voluntary deduction warrants are dated January 3, 2012.

If you have any questions please feel free to contact me at (831) 755-0305.

cc: Garry P. Bousum
Candi Clark
Rais Abbasi