



Monterey County Office of Education

Dr. Nancy Kotowski
County Superintendent of Schools

**Finance and Business Services
District Advisory Services**

Bulletin No. 13-047

TO: Chief Business Officials, Business Managers
FROM: Karen Hennessy, Director District Advisory and Financial Services
DATE: June 12, 2013
SUBJECT: Fiscal year 2012-13 – Financial Year-End Closing Calendar

Attached is the Monterey County Office of Education's Financial Year-End Closing Calendar for Fiscal year 2012-13.

All districts must adhere to these dates to ensure a successful Year-End Closing.

The calendar is available and can be accessed from the MCOE's website at www.montereycoe.org. Choose the Business Services tab; then, choose Forms and documents shown at the left of the screen; then, click District 2012-13 Financial Year-End Closing Calendar to print. Various forms and documents can be accessed and printed from the MCOE's website (i.e. Accounts Payable, Payroll, etc.).

Please contact me at 831-755-0376 khennessy@monterey.k12.ca.us should you have any questions or need assistance.