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March

Table of Contents

March i
March 1

March

The following Business processes should be started or in progress:

❑ Budget - Budget Process
❑ Human Resources - Next Year Payroll Process

The following business tasks have been identified for the month of March. Use the checklist to ensure that the tasks are addressed, if applicable.

❑ Chapter 41 districts make second payment.

❑ Update leave to the current year service records, if already created.

❑ Complete the Child Nutrition Program Annual Financial Report – due April 1st.