

January 2024

	1	2	3	4	5	6
WINTER RECESS		SPAR in query-only from 5pm 1/3 through 6am 1/9 for month end closing				
7	8 Pre-Review Salaried	9	10	11	12	13
SPAR in query-only from 5pm 1/3 through 6am 1/9 for month end closing					SPAR in query-only from 1am 1/12 through 11am 1/12 for payroll processing	
14	15 Pre-Review Hourly	16	17	18	19	20
MARTIN LUTHER KING DAY					SPAR in query-only from 1am 1/19 through 11am 1/19 for payroll processing	
21	22	23	24	25	26	27
					SPAR in query-only from 1am 1/26 through 11am 1/26 for payroll processing	
28	29	30	31			