



District Business & Advisory Services

Judy Lee Kershaw: Director- DBAS: 408-453-6599

Bulletin: 20-020

Date: January 17, 2020

From: Ann Redd-Oyedele, Senior District Business Advisor

Re: February 2020 Holiday Closure

Please be advised that the Santa Clara County Office of Education will be closed on Monday and Tuesday, February 17 and 18, 2020, in observance of Presidents’ Day and Lincoln’s Birthday. Therefore, accounts payable (AP) warrants will not be processed on these days. District Business and Advisory Services will resume full support on Wednesday, February 19, 2020.

AP Processing Cutoff	Paper Warrants Available
2/14/2020	2/19/2020 at 10:00 a.m.

Please distribute this memo within your District as deemed appropriate.