



For Santa Clara County Districts
District Business & Advisory Services

Bulletin: 24-018

Date: January 11, 2024

To: District Chief Business Officers
District Fiscal Directors

From: Ann Redd-Oyedele, Senior District Business Advisor

Re: February 2024 Holiday Closure

Please be advised that the Santa Clara County Office of Education will be closed in observance of Lincoln's Birthday on Friday, February 16, 2024, and Presidents' Day on Monday, February 19, 2024. Therefore, accounts payable (AP) warrants will not be processed on these days. District Business and Advisory Services will resume full support on Tuesday, February 20, 2024.

AP Processing Cutoff	Paper Warrants Available
2/15/2024 at 9:00 pm	2/20/2024 at 10:00 am

Please contact me at (408) 453-6593, your District Business Advisor, or our Director with any questions.

Susan Ady	(408) 453-6883
Richard Aldover	(408) 453-6594
Jemil Dimaya	(408) 453-6590
Rema Kumar	(408) 453-4277
Yen Lam	(408) 453-6510