



The DIVISION OF FINANCIAL OPERATIONS

Has Published the Following Article

Which Appears in the

April 20, 2010

Edition of the Principal's Weekly Newsletter



Payroll Administration Memorandum Number 21 *All schools*

Please ensure that your payroll secretary has reviewed the following Payroll Administration Memorandum which can be accessed by clicking on the hyperlinked titles.

[Memo #21 – Dated April 12, 2010](#)
[Payroll Benefits Program Deadline for FY 2010](#)

To allow for the timely production of summer paychecks, which are due in early June, please be advised that the enrollment, change and cancellation period for certain Payroll Benefit Programs will close on May 3, 2010 for payroll banks Q742, Q744 and E745.