

**Payroll & Benefits Department**  
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TO: Spokane Public Schools Employees

FROM: Payroll & Benefits Department

SUBJECT: May 2019 Payroll Notification to Employees

#### **UNIQUE PAYMENTS**

There were no unique payments this month.

#### **OTHER NOTICES**

##### **Certificated Staff**

All Tri Time for the 2018-19 year must be used and submitted for processing no later than **July 15, 2019**.

##### **Classified Staff**

All Non-Compulsory time for the 2018-19 year must be used and submitted for processing no later than **July 15, 2019**.

##### **Department of Retirement Systems Service Credit**

Certificated and classified staff, working less than half-time, and substitutes may be eligible to purchase retirement service credit for time worked. For additional information, contact the Department of Retirement Systems (DRS) at 1-800-547-6657.