

Payroll & Benefits Department
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TO: Spokane Public Schools Employees

FROM: Payroll & Benefits Department

SUBJECT: June 2022 Payroll Notification to Employees

UNIQUE PAYMENTS

Certificated Staff Supplemental Payments

National Board stipends for qualified staff are included in this month's payment.

Classified Staff Supplemental Payments

Medication Distribution stipends for eligible staff are included in this month's payment.

DEADLINE FOR SUBMISSION REMINDERS

Certificated

All Enrichment/Tri Time (Sept-Aug contracts) for the 2021-22 year must be used and submitted for processing no later than **July 15, 2022**.

All 2021-22 school year PERT needs to fall between the dates of 8/30/21 – 8/28/22 and the final deadline to submit approved & signed PERT forms is **August 31, 2022**.

Classified

All Non-Compulsory time for the 2021-22 year must be used and submitted for processing no later than **July 15, 2022**.

OTHER NOTICES

The Admin building will be closed the week of July 4 – July 8, 2022.

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.