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**INTEROFFICE MEMORANDUM**

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**TO:** ALL STAFF

**FROM:** NANCY J. HARRIS  
ASSISTANT SUPERINTENDENT FOR BUSINESS

**SUBJECT:** PAYROLL DATES FOR YEAR 2013-2014

**DATE:** MAY 28, 2013

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The following indicates the payroll dates for employees of the Westport Public Schools by categories:

**CERTIFIED TEACHERS, PARAPROFESSIONALS,  
NURSES AND HEALTH**

August 28	January 15, 29
September 11, 25	February 12, 26
October 9, 23	March 12, 26
November 6, 20	April 9, 23
December 4, 18, 31	May 7, 21
	June 4

Total 21 pay dates

**ADMINISTRATORS, CUSTODIANS,  
MAINTENANCE WORKERS AND SECRETARIES**

July 3, 17, 31	January 15, 29
August 14, 28	February 12, 26
September 11, 25	March 12, 26
October 9, 23	April 9, 23
November 6, 20	May 7, 21
December 4, 18, 31	June 4, 18

Total 26 pay dates

Please note – all payroll payments are made through the direct deposit process.