

TO: Judy Correnti

From: Linda de la Torre, Asst. Superintendent, Human Resources

RE: Payroll Notification – Athletic Coaches Training

DATE: September 6, 2019

It is recommended that all coaches (certificated, classified, and walk-on) attend athletic liability related training courses at selected dates and times throughout the 2019-20 fiscal year, beyond and outside of their regular working hours and days, be paid the Extra Duty rate of \$27.99 per hour. Hours to be paid will be noted on the sign in sheets.

Thank you.

cc: Vangie Lingat

Julie Boucher