

Memorandum

June 10, 2020

To: Judy Correnti

From: Jorge Munoz  5/20/2020

Re: Payroll Notifications

The following stage technicians should be authorized to work on an hourly basis from July 1, 2020 to June 30, 2021. The request is for a maximum of 100 hours per month with no worker working more than 19.5 hours per week.

The increase request is due to the technical support needed for the added overload of events and activities during the regular school year. Please note that every crewmember is not always needed for each event.

**An addition of 300 hours needed for the months of April, May and June 2020 due to Covid 19.

Blake Williams
Ben Altman
Colin Bailey
Katherine Clingaman
Sarah Wrobel