



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

MEMORANDUM

TO: Keely Williams, Deputy Director
Office of Pay and Retirement Services
Office of the Chief Financial Officer

THRU: Paris Saunders, Agency Fiscal Officer *PS*
Office of the State Superintendent of Education

FROM: Hanseul Kang, State Superintendent *HK*
Office of the State Superintendent of Education

CC: Gretchen Brumley, Director of Student Transportation *GB*
Office of the State Superintendent of Education

CC: Quiyana Hall, Director of Human Resources *QH*
Office of the State Superintendent of Education

DATE: July 5, 2016

RE: Incentive Payments – FY16 1st Quarter (Missed Payments)

This memorandum serves as official authorization to process the incentive payment as outlined for the employees listed on the attached spreadsheet. The total estimated amount to be paid is \$1,200.00. In accordance with federal and local laws, please note all taxes are to be withheld.

The following items are attached for review:

- List of employees to be paid with amounts for each employee.

Questions or comments can be directed to Quiyana Hall, Director of Human Resources located at 810 First Street, NE, 8th Floor, Washington, DC 20002. She may be reached electronically at Quiyana.hall@dc.gov or via telephone at (202) 535-1757.

FY16 1st Quarter

Employee ID	Employee Record	Name	Job Title	Union Name	Total
SY 2015-2016 Updated 3/15	0	LaTonya Graham	Motor Vehicle Operator	AFSCME	\$200.00
	0	Angela Clark	Bus Attendant	AFSCME	\$200.00
	0	Bettie Worsley	Bus Attendant	Teamsters	\$200.00
	0	Iris Glenn	Bus Attendant	AFSCME	\$200.00
	0	Darlene Faunteroy	Motor Vehicle Operator	AFSCME	\$200.00
	0	Roger Fowlkes	Motor Vehicle Operator	Teamsters	\$200.00
				TOTAL	\$1,200.00