



District Business & Advisory Services

Nimrat Johal: Director- DBAS: 408-453-6599

Bulletin: 14-032

Date: February 24, 2014

To: District Fiscal Directors
District School Payroll and Human Resources Staff
Charter School Payroll Staff

From: Nimrat Johal, Director, DBAS

Re: **UPDATE**-School District Payroll Training- April 7 – Register by March 28, 2014

The Payroll training originally scheduled for March 28, 2014 has been rescheduled to April 7, 2014. This change was made to accommodate the End of the Month Payroll which will be processed on March 28, 2014. If you have already registered for the March 28th Payroll training, your registration will automatically be transferred to the April 7th Payroll training.

The training is tailored to Payroll staff of all experience levels. The objective of the course is to enhance the understanding of proper reporting of payroll and retirement procedures in the QCC environment.

The workshop will be presented by District Business & Advisory Services staff and is free of charge.

When: April 7, 2014

9:00am-12:00pm

Where: Santa Clara County Office of Education

Milpitas Room

Register on the SCCOE Website at : <http://santaclara.k12oms.org/1041-80968> by March 28, 2014.

If you have any questions contact Annie Romero at (408) 453-6813.

Please share this information as deemed appropriate.