




Vincent A. Giordano
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Division of Financial Operations

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PAYROLL ADMINISTRATION MEMORANDUM - NO. 12, 2008 - 2009

DATE: December 15, 2008

TO: ISC Executive Directors (via email)
Principals (via "Principal's Weekly Newsletter")
School Secretaries (Via Email)

FROM: Vincent A. Giordano 
Executive Director

SUBJECT: Administrative Payroll Paychecks and Pay stubs for 12/26/08

Paychecks and pay stubs for the 12/26/08 Administrative Payroll, H and Z - Banks, will be delivered to the ten locations listed below. The deliveries will take place on Wednesday, 12/24/08, Christmas Eve.

Paychecks for school based administrative staff assigned to districts 58, 75 and 79 will also be delivered to the ten locations listed below based upon the geographical district of the school location.

CSD #	ADDRESS
7,9, 10	1 FORDHAM PLAZA, BRONX
8, 11, 12	3450 EAST TREMONT AVENUE, BRONX
25, 26, 28, 29	30-48 LINDEN PLACE, QUEENS
24, 30	28-11 QUEENS PLAZA NORTH, QUEENS
27	82-01 ROCKAWAY BLVD., QUEENS
17, 18, 22	5619 FLATLANDS AVENUE, BROOKLYN
20, 21	415 89 TH STREET, BROOKLYN
31	715 OCEAN TERRACE, S.I.
13, 14, 15, 16, 19, 23, 32	131 LIVINGSTON STREET, BROOKLYN
1, 2, 3, 4, 5, 6	333 SEVENTH AVENUE, MANHATTAN

Please direct all questions to Check Management at (718) 935-2219.

VAG

c. George Raab, Judith Hederman, Angel Lopez, Brian Weekes, Fred Chiodini