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Frank Edelblut
Commissioner

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Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
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September 21, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the NH Department of Education, to make a **retroactive** one-time payment to Mary Morency, Program Assistant II, in the amount of \$1,530.89, to compensate the employee for wages that were not paid in State Fiscal Year 2017, for the period of October 5, 2016 through June 30, 2017. 100% Federal Funds.

Funding is available in the account titled, Project AWARE;

| | | |
|---|----------------|------------------|
| 010-056-056-5620010-25080000-059-500117 | Temp Full-Time | \$1,277.89 |
| 010-056-056-5620010-25080000-060-500611 | FICA | \$ 79.22 |
| 010-056-056-5620010-25080000-060-500632 | Medicare | \$ 18.52 |
| 010-056-056-5620010-25080000-060-500614 | Retirement | \$ <u>155.26</u> |
| | Total | \$1,530.89 |

EXPLANATION

This request is made **retroactively** because Mary Morency was due compensation in State Fiscal Year 2017 that was not paid because of a missed step increment (Step 7). The administrative error was not discovered until State Fiscal Year 2018. Approval of this request will rectify the error, thereby allowing payment of overdue wages.

Sincerely,

Frank Edelblut,
Commissioner of Education