



**Mount Gilead EVS
Treasurer's Office**

Memo

To: Building Principals and Athletic Director
From: Tonya Boyd
Date: July 12, 2018
Re: Supplemental Coaching and Advisory Contract payments 2018-2019
Revised July 12, 2018

Supplemental contracts will be paid in two payments this year.

Following are the payment dates:

FALL SPORTS	September 17, 2018	November 15, 2018
WINTER SPORTS	December 14, 2018	February 15, 2019
SPRING SPORTS	April 17, 2019	June 14, 2019

Nancy Goossens will provide a list of coaches/advisors which includes the position and salary approximately two weeks prior to the first payment. You should review the list, making any additions, deletions, or corrections and return it to her. This will eliminate a coach or advisor not being paid at the proper time.