



Wilma Marks <wilma.marks@pgcps.org>

Timekeeper Notice March 3 2022

25 messages

Wilma Marks <wilma.marks@pgcps.org> Thu, Mar 3, 2022 at 12:34 PM

To: Oracle TimeKeepers <OracleTimeKeepers@pgcps.org>
Cc: Daniel Gainer <daniel.gainer@pgcps.org>, Emma Yetter <emma.yetter@pgcps.org>, Erica Ford <erica2.ford@pgcps.org>, Laurie Shifflett <laurie.shifflett@pgcps.org>, Leonie Bailey <leonie.bailey@pgcps.org>, Malik Baker <Malik.Baker@pgcps.org>, Mamadou Sanogo <mamadou.sanogo@pgcps.org>, Michele Simon - Payroll <michele.simon@pgcps.org>, Nathaniel Okoroafor <nathaniel.okoroafor@pgcps.org>, Teresa Charles <teresa.charles@pgcps.org>, Tessie Hoffmann <tessie.hoffmann@pgcps.org>, Frieda Waithe <frieda.waithe@pgcps.org>, Sherriel Sullivan <Sherriel.Sullivan@pgcps.org>, Patricia Hall <phall@pgcps.org>, Joy Walters <joy.walters@pgcps.org>, Lorri Plater <Lorri.Plater@pgcps.org>, DaVisa Whitley <davisa.whitley@pgcps.org>, Shontia Oliver <shontia.oliver@pgcps.org>
Bcc: Kristi Murphy <Kristi.Murphy@pgcps.org>, Michael Herbstman <Michael.Herbstman@pgcps.org>

Hello Timekeepers,

The Scheduled Workdays Bulletin has been updated and attached for your use. Please share this with your time approvers and employees.

Sincerely,
Wilma Marks
Supervisor Operations and Procedures
Payroll Services
301-952-6351
Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

[Click HERE to go to the Payroll Office Website!](#)

[Click HERE to go to the Absence Management Website!](#)

Click [HERE](#) to go to the **Leave** (Use or Lose) **Calculator** for all PGCPS unions!

[Click HERE to go to the Internal Revenue Service \(IRS\) Tax Withholding Calculator!](#)

*****Providing excellent customer service is very important to us*****

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

M-3-22 Scheduled Workdays and Allocation for Supporting Personnel and 11-Month Professional Personnel FY22 Revised 3.2.22.pdf
521K

Leonie Bailey <leonie.bailey@pgcps.org> Thu, Mar 3, 2022 at 12:34 PM

To: wilma.marks@pgcps.org

I am out of the office March 3, 2022 - March 4, 2022 and returning on March 7,2022. If you need immediate assistant please contact mamadou.sanogo@pgcps.org
Thank you.

--
Leonie Bailey
Payroll Specialist
301 952-6276
Prince Georges County Public Schools
Payroll Services
1401 School Lane, Suite 132
Upper Marlboro, MD 20772
www.pgcps.org
leonie.bailey@pgcps.org

*****Providing excellent customer service is very important to us*****

Please, take a moment to rate our service by clicking the link below:

[Click HERE to complete Customer Satisfaction Survey!](#)

Mail Delivery Subsystem <mailer-daemon@googlemail.com> Thu, Mar 3, 2022 at 12:35 PM

To: Wilma.Marks@pgcps.org



Address not found

Your message wasn't delivered to **beberlin.trejos@pgcps.net** because the address couldn't be found, or is unable to receive mail.

The response from the remote server was:

550 #5.1.0 Address rejected.

Final-Recipient: rfc822; beberlin.trejos@pgcps.net
Action: failed
Status: 5.0.0
Remote-MTA: dns; bfjmailgw1.pgcps.org (66.250.190.125, the server for the domain.)
Diagnostic-Code: smtp; 550 #5.1.0 Address rejected.
Last-Attempt-Date: Thu, 03 Mar 2022 09:35:07 -0800 (PST)

----- Forwarded message -----

From: Wilma Marks <wilma.marks@pgcps.org>
To: Oracle TimeKeepers <OracleTimeKeepers@pgcps.org>
Cc: Daniel Gainer <daniel.gainer@pgcps.org>, Emma Yetter <emma.yetter@pgcps.org>, Erica Ford <erica2.ford@pgcps.org>, Laurie Shifflett <laurie.shifflett@pgcps.org>, Leonie Bailey <leonie.bailey@pgcps.org>, Malik Baker <Malik.Baker@pgcps.org>, Mamadou Sanogo <mamadou.sanogo@pgcps.org>, Michele Simon - Payroll <michele.simon@pgcps.org>, Nathaniel Okoroafor <nathaniel.okoroafor@pgcps.org>, Teresa Charles <teresa.charles@pgcps.org>, Tessie Hoffmann <tessie.hoffmann@pgcps.org>, Frieda Waithe <frieda.waithe@pgcps.org>, Sherriel Sullivan <Sherriel.Sullivan@pgcps.org>, Patricia Hall <phall@pgcps.org>, Joy Walters <joy.walters@pgcps.org>, Lorri Plater <Lorri.Plater@pgcps.org>, DaVisa Whitley <davisa.whitley@pgcps.org>, Shontia Oliver <shontia.oliver@pgcps.org>
Bcc:
Date: Thu, 3 Mar 2022 12:34:07 -0500
Subject: Timekeeper Notice March 3 2022
----- Message truncated -----

Valerie Edmondson <valerie.edmondson@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 12:39 PM

Good afternoon,

I hope you are doing well. Pupil Personnel Workers are not listed on the bulletin.

Best regards,

Valerie Edmondson
Prince George's County Public Schools
Office of Pupil Personnel Services
[7711 Livingston Road, Suite K](http://7711LivingstonRoadSuiteK.com)
[Oxon Hill, MD 20745](http://OxonHillMD20745.com)
Office: (301) 780-5910 | **Fax:** (301) 567-8606

Belief | Input | Positivity | Futuristic | Connectedness



"Outstanding Academic Achievement for All Students"

This e-mail and any information contained in this facsimile transmission, together with any accompanying documents, may contain confidential information belonging to the sender and is intended only for the recipient named above, and may be legally privileged. If you are not the intended or named recipient, you are not authorized to read, disclose, copy, distribute, disseminate or take any reliance upon the documents or any of its contents. Copying, dissemination, and distribution of these communications and its contents are strictly prohibited. If you have received this communication or facsimile in error, please notify us by telephone immediately, arrange the return of the transmission and documents, delete the original communication and any copy from your computer system. If you are not the named recipient, you are not authorized to reveal any information contained herein.

[Quoted text hidden]

Malaika Dorn <mdorn@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 12:43 PM

Hi Wilma,

Thank you for the updated information.

Question ... why are 10-month secretaries required to work until June 30th instead of June 29th, if they are supposed to work 4 days after teachers' last day (which is June 23rd?) Please advise.

Thank you.

On Thu, Mar 3, 2022 at 12:35 PM Wilma Marks <wilma.marks@pgcps.org> wrote:
[Quoted text hidden]

--
Malaika Dorn, Secretary II
Buck Lodge Middle School
2611 Buck Lodge Road
Adelphi, MD 20783
mdom@pgcps.org
(301) 431-6290
(301) 431-6294 fax
www.pgcps.org

Wilma Marks <wilma.marks@pgcps.org>
To: Valerie Edmondson <valerie.edmondson@pgcps.org>

Thu, Mar 3, 2022 at 12:46 PM

Hello,

Not all positions are specifically listed in the workday bulletin. We do make changes to who are in it and I will certainly bring this to my superiors attention. The PPWs are either 10 month or 12 month. The 10 month ones are on the same schedule as teachers. The 12 month are on same schedule as all 12 month employees.

Sincerely,
Wilma Marks
Supervisor Operations and Procedures
Payroll Services
301-952-6351
Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

[Click HERE to go to the Payroll Office Website!](#)

[Click HERE to go to the Absence Management Website!](#)

Click [HERE](#) to go to the **Leave** (Use or Lose) **Calculator** for all PGCPS unions!

Click [HERE](#) to go to the **Internal Revenue Service (IRS) Tax Withholding Calculator!**

*******Providing excellent customer service is very important to us*******

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

[Quoted text hidden]

Wilma Marks <wilma.marks@pgcps.org>
To: Frieda Waithe <frieda.waithe@pgcps.org>

Thu, Mar 3, 2022 at 12:50 PM

Hello Frieda,

This secretary is pointing out the PPWs are not in the workday bulletin. There are 48 of them. Most are pay type 10 like teachers. Six of them are pay type 12s. Based on these numbers, can we add them to the workday bulletin?

Wilma Marks
Supervisor Operations and Procedures
Payroll Services
301-952-6351
Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

[Click HERE to go to the Payroll Office Website!](#)

[Click HERE to go to the Absence Management Website!](#)

Click [HERE](#) to go to the **Leave** (Use or Lose) **Calculator** for all PGCPS unions!

Click [HERE](#) to go to the **Internal Revenue Service (IRS) Tax Withholding Calculator!**

*******Providing excellent customer service is very important to us*******

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

[Quoted text hidden]

Sharonda Green-Huggins <sharonda.green@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Received with thanks.

Mrs. S. Huggins
Secretary
Avalon Elementary School
7302 Webster Lane
Fort Washington, MD 20744
(301) 449-4970 fax: (301) 449-2114
Leader-Organizer-Advocate-Determined-Achiever

NOTE: ALL Registrations/Enrollments are processed online via ScribOrder. Please use the following links provided to complete enrollment withdrawals and transfers.

Student Record links:
* Registration/Enrollment Request: <https://pgcpsmdc.scriborder.com/>
* Transcript & Records Requests: <https://pgcpsmd.scriborder.com/>

On Thu, Mar 3, 2022 at 12:35 PM Wilma Marks <wilma.marks@pgcps.org> wrote:
[Quoted text hidden]

Wilma Marks <wilma.marks@pgcps.org>
To: Malaika Dorn <mdorn@pgcps.org>

Thu, Mar 3, 2022 at 12:54 PM

Hi Malaika,

Based on the changes to the calendar(2 snow days and June 20 being changed to non-duty days), June 30 is the date they must work to in order to meet their contracted 200 days.

Sincerely,
Wilma Marks
Supervisor Operations and Procedures
Payroll Services
301-952-6351
Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

Click [HERE](#) to go to the **Payroll Office Website!**

Click [HERE](#) to go to the **Absence Management Website!**

Click [HERE](#) to go to the **Leave (Use or Lose) Calculator** for all PGCPS unions!

Click [HERE](#) to go to the **Internal Revenue Service (IRS) Tax Withholding Calculator!**

******Providing excellent customer service is very important to us******

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

[Quoted text hidden]

Valerie Edmondson <valerie.edmondson@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 1:12 PM

For some reason, I thought they were listed before. Thanks!

Best regards,

Valerie Edmondson
Prince George's County Public Schools

Office of Pupil Personnel Services
 7711 Livingston Road, Suite K
 Oxon Hill, MD 20745
 Office: (301) 780-5910 | Fax: (301) 567-8606

Belief | Input | Positivity | Futuristic | Connectedness



"Outstanding Academic Achievement for All Students"

This e-mail and any information contained in this facsimile transmission, together with any accompanying documents, may contain confidential information belonging to the sender and is intended only for the recipient named above, and may be legally privileged. If you are not the intended or named recipient, you are not authorized to read, disclose, copy, distribute, disseminate or take any reliance upon the documents or any of its contents. Copying, dissemination, and distribution of these communications and its contents are strictly prohibited. If you have received this communication or facsimile in error, please notify us by telephone immediately, arrange the return of the transmission and documents, delete the original communication and any copy from your computer system. If you are not the named recipient, you are not authorized to reveal any information contained herein.

[Quoted text hidden]

Graciela Rosales <grosales@pgcps.org>
 To: Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 2:00 PM

Good afternoon Mrs. Mark
 Received, thank you.

On Thu, Mar 3, 2022 at 12:35 PM Wilma Marks <wilma.marks@pgcps.org> wrote:

[Quoted text hidden]

--
 Graciela Rosales
 Secretary II
 Adelphi Elementary School
 8820 Riggs Rd.
 Adelphi, MD 20783
 301-431-6250

Malaika Dorn <mdorn@pgcps.org>
 To: Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 2:14 PM

Although that doesn't quite make sense, thank you for the clarification. Secretaries worked remotely as did teachers unless they were instructed not to.

I'll call you back to finish discussing Mr. Ross' acting pay.

[Quoted text hidden]

Sharon Devonish-Prince <s.devonishprince@pgcps.org>

Thu, Mar 3, 2022 at 2:18 PM

To: Wilma Marks <wilma.marks@pgcps.org>
 Cc: Oracle TimeKeepers <OracleTimeKeepers@pgcps.org>, Daniel Gainer <daniel.gainer@pgcps.org>, Emma Yetter <emma.yetter@pgcps.org>, Erica Ford <erica2.ford@pgcps.org>, Laurie Shifflett <laurie.shifflett@pgcps.org>, Leonie Bailey <leonie.bailey@pgcps.org>, Malik Baker <Malik.Baker@pgcps.org>, Mamadou Sanogo <mamadou.sanogo@pgcps.org>, Michele Simon - Payroll <michele.simon@pgcps.org>, Nathaniel Okoroafor <nathaniel.okoroafor@pgcps.org>, Teresa Charles <teresa.charles@pgcps.org>, Tessie Hoffmann <tessie.hoffmann@pgcps.org>, Frieda Waithe <frieda.waithe@pgcps.org>, Sherriel Sullivan <Sherriel.Sullivan@pgcps.org>, Patricia Hall <phall@pgcps.org>, Joy Walters <joy.walters@pgcps.org>, Lorri Plater <Lorri.Plater@pgcps.org>, DaVisa Whitley <davisa.whitley@pgcps.org>, Shontia Oliver <shontia.oliver@pgcps.org>

Will do, thank you

Miss Sharon Devonish-Prince
 Assistant Foreman
 Bladensburg Bus Lot

Phone: 301-985-1870 EXT # 49002

On Thu, Mar 3, 2022 at 12:35 PM Wilma Marks <wilma.marks@pgcps.org> wrote:

[Quoted text hidden]

Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 2:29 PM

To: Malaika Dorn <mdorn@pgcps.org>

We count the days worked. So when they changed the calendar, we counted the days worked for each position. No position is being made to work more days than they are paid for without compensation.

Ok, on Mr. Ross.

Wilma Marks
 Supervisor Operations and Procedures
 Payroll Services
 301-952-6351
 Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

[Click HERE to go to the Payroll Office Website!](#)

[Click HERE to go to the Absence Management Website!](#)

Click [HERE](#) to go to the **Leave** (Use or Lose) **Calculator** for all PGCPS unions!

[Click HERE to go to the Internal Revenue Service \(IRS\) Tax Withholding Calculator!](#)

*******Providing excellent customer service is very important to us*******

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

[Quoted text hidden]

Malaika Dorn <mdorn@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 2:46 PM

I understand.
[Quoted text hidden]

Payroll Director <frieda.waithe@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Thu, Mar 3, 2022 at 2:58 PM

Yes, we can do that

Thanks for being #PGCPSPROUD every day!!

Please let us know how we are doing...
[Click here to complete our Customer Service Survey!](#)

Frieda Waithe
Director, Payroll Services
Ph# - 301-952-6219
Fax# - 301-952-6088
Developer * Adaptability * Relator * Restorative * Consistency
[Looking for Payroll Information or Forms...check out our website](#)

WARNING CONFIDENTIALITY NOTICE:

This e-mail and any information contained in this facsimile transmission, together with any accompanying documents, may contain confidential information belonging to the sender and is intended only for the recipient named above, and maybe legally privileged. If you are not the intended or named recipient, you are not authorized to read, disclose, copy, distribute, disseminate, or take any reliance upon the documents or any of its contents. Copying, dissemination, and distribution of these communications and its contents are strictly prohibited. If you have received this communication or facsimile in error, please notify us by telephone immediately, arrange the return of the transmission and documents, delete the original communication, and any copy from your computer system. If you are not the named recipient, you are not authorized to reveal any information contained herein.

[Quoted text hidden]

Denise Callier <denise.callier@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Wed, Mar 9, 2022 at 1:18 PM

Good afternoon,

What do you have as the teachers' last day? The 10-mth secretary is saying this bulletin is wrong because she only works 4 days after teachers. Thank you.

Denise Callier, Secretary II
Mattaponi Elementary
301-599-2442 (Main Office)
301-599-2449 (Facsimile)
Denise.Callier@pgcps.org
<http://www.pgcps.org/mattaponi/>

On Thu, Mar 3, 2022 at 12:35 PM Wilma Marks <wilma.marks@pgcps.org> wrote:
[Quoted text hidden]

Wilma Marks <wilma.marks@pgcps.org>
To: Denise Callier <denise.callier@pgcps.org>

Fri, Mar 11, 2022 at 1:04 PM

Hi Ms. Callier,

Sometimes calendar changes can cause some rules not to be able to be followed exactly. June 23 is the last day for teachers announced by upper management. The 10 month secretary's last day per the updated workday bulletin is the last day they need to work in order to work the full number of days per their contract.

Wilma Marks
Supervisor Operations and Procedures
Payroll Services
301-952-6351
Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

[Click HERE to go to the Payroll Office Website!](#)

[Click HERE to go to the Absence Management Website!](#)

Click [HERE](#) to go to the **Leave** (Use or Lose) **Calculator** for all PGCPS unions!

[Click HERE to go to the Internal Revenue Service \(IRS\) Tax Withholding Calculator!](#)

******Providing excellent customer service is very important to us******

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

[Quoted text hidden]

Denise Callier <denise.callier@pgcps.org>

Fri, Mar 11, 2022 at 2:07 PM

To: Wilma Marks <wilma.marks@pgcps.org>

Thank you for the clarification. Have a great weekend!

[Quoted text hidden]

[Quoted text hidden]

Wilma Marks <wilma.marks@pgcps.org>

Mon, Jun 13, 2022 at 9:46 AM

To: Daniel Gainer <daniel.gainer@pgcps.org>, Emma Yetter <emma.yetter@pgcps.org>, Erica Ford <erica2.ford@pgcps.org>, Laurie Shifflett <laurie.shifflett@pgcps.org>, Leonie Bailey <leonie.bailey@pgcps.org>, Malik Baker <Malik.Baker@pgcps.org>, Mamadou Sanogo <mamadou.sanogo@pgcps.org>, Michele Simon - Payroll <michele.simon@pgcps.org>, Nathaniel Okoroafor <nathaniel.okoroafor@pgcps.org>, Teresa Charles <teresa.charles@pgcps.org>, Tessie Hoffmann <tessie.hoffmann@pgcps.org>

Hello all,

In case you are getting questions, this is the updated workday bulletin with current last days for staff.

Sincerely,

Wilma Marks

Supervisor Operations and Procedures

Payroll Services

301-952-6351

Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

[Click HERE to go to the Payroll Office Website!](#)

[Click HERE to go to the Absence Management Website!](#)

Click [HERE](#) to go to the **Leave** (Use or Lose) **Calculator** for all PGCPS unions!

[Click HERE to go to the Internal Revenue Service \(IRS\) Tax Withholding Calculator!](#)

Payroll General Inquiries email: payroll@pgcps.org

For Long term Leave/FMLA/LOA Inquiries: absence.mgmt@pgcps.org

Payroll Tax and/or W2 Inquiries email: payroll.taxesw2s@pgcps.org

Payroll Stop Payment Submission and/or Inquiries: payroll.stoppayment@pgcps.org

Garnishment Inquiries: payroll.garnishment@pgcps.org

Payroll Escheatment Inquiries: payroll.escheatment@pgcps.org

Quarantine leave: quaran.leaverequests@pgcps.org

Providing excellent customer service is very important to us***

Please, take a moment to rate our service by clicking the link below:


[Click Here to Complete Customer Service Survey!](#)

----- Forwarded message -----

From: **Wilma Marks** <wilma.marks@pgcps.org>

[Quoted text hidden]

[Quoted text hidden]

 **M-3-22 Scheduled Workdays and Allocation for Supporting Personnel and 11-Month Professional Personnel FY22 Revised 3.2.22.pdf**
521K

Emma Yetter <emma.yetter@pgcps.org>

Mon, Jun 13, 2022 at 9:52 AM

To: Wilma Marks <wilma.marks@pgcps.org>

Thanks

[Quoted text hidden]

--

Emma J. Yetter

Prince George's County Public Schools

Payroll Services - Room 132

301-952-6218 office
301-952-6088 fax

T·E·A·M
Together Everyone Achieves More

*******Providing excellent customer service is very important to us*******

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

For Benefits questions, please email pgcps.benefits@pgcps.org
For W2 or payroll tax questions, please email payroll.taxesw2s@pgcps.org
For lost check or check reissues, please email payroll.stoppayment@pgcps.org
For garnishment questions, please email payroll.garnishment@pgcps.org
For long term leave, please email absence.mgmt@pgcps.org
For quarantine leave, please email quaran.leaverequests@pgcps.org

Payroll General Inquiries email: payroll@pgcps.org
Payroll Tax and/or W2 Inquiries email: payroll.taxesw2s@pgcps.org
Payroll Stop Payment Submission and/or Inquiries: payroll.stoppayment@pgcps.org
Garnishment Inquiries: payroll.garnishment@pgcps.org
Payroll Escheatment Inquiries: payroll.escheatment@pgcps.org
Quarantine leave: quaran.leaverequests@pgcps.org

[Click HERE to go to the Payroll Office Website!](#)

[Click HERE to go to the Absence Management Website!](#)

[Click HERE to go to the Internal Revenue Service \(IRS\) Tax Withholding Calculator!](#)

Leonie Bailey <leonie.bailey@pgcps.org> Mon, Jun 13, 2022 at 9:54 AM
To: Wilma Marks <wilma.marks@pgcps.org>
Cc: Daniel Gainer <daniel.gainer@pgcps.org>, Emma Yetter <emma.yetter@pgcps.org>, Erica Ford <erica2.ford@pgcps.org>, Laurie Shifflett <laurie.shifflett@pgcps.org>, Malik Baker <Malik.Baker@pgcps.org>, Mamadou Sanogo <mamadou.sanogo@pgcps.org>, Michele Simon - Payroll <michele.simon@pgcps.org>, Nathaniel Okoroafor <nathaniel.okoroafor@pgcps.org>, Teresa Charles <teresa.charles@pgcps.org>, Tessie Hoffmann <tessie.hoffmann@pgcps.org>

Got it, thanks!

On Mon, Jun 13, 2022 at 9:46 AM Wilma Marks <wilma.marks@pgcps.org> wrote:
[Quoted text hidden]

--
Leonie Bailey
Payroll Specialist
301 952-6276
Prince George's County Public Schools
Payroll Services
1401 School Lane, Suite 132
Upper Marlboro, MD 20772
www.pgcps.org
leonie.bailey@pgcps.org

For Benefits questions, please email pgcps.benefits@pgcps.org
For W2 or payroll tax questions, please email payroll.taxesw2s@pgcps.org
For lost check or check reissues, please email payroll.stoppayment@pgcps.org
For garnishment questions, please email payroll.garnishment@pgcps.org
For long term leave, please email absence.mgmt@pgcps.org
For quarantine leave, please email quaran.leaverequests@pgcps.org
Payroll General Inquiries : payroll@pgcps.org
Payroll Escheatment Inquiries : payroll.escheatment@pgcps.org

*******Providing excellent customer service is very important to us*******

Please, take a moment to rate our service by clicking the link below:

[Click HERE to complete Customer Satisfaction Survey!](#)

Carolyn Witt <carolyn.witt@pgcps.org> Mon, Jun 13, 2022 at 4:54 PM
To: Wilma Marks <wilma.marks@pgcps.org>

Hello Wilma,

Did you send the calendar out for the assistant principal for next year? I have a new academic dean, she needs to receive a 2022-2023 11-month calendar.

Ellysbel Nevarez-Marrero (EIN 84821)

Thank you

On Thu, Mar 3, 2022 at 12:35 PM Wilma Marks <wilma.marks@pgcps.org> wrote:
[Quoted text hidden]

Ms. Carolyn Witt
Principal Secretary II
Phyllis E. Williams Spanish Immersion School
301-499-3373
Fax 301-808-4487

Family Portal Administrator

Visit Links for:

Student Record Requests

<https://transfer.scribborder.com/>

Registration and Residency Updates

<https://www.pgcps.org/registration/>

School website: <https://www1.pgcps.org/phyllisewilliams/>

Follow @PEWGlobalLearners on Instagram

Follow @PewWildcats on Twitter

Wilma Marks <wilma.marks@pgcps.org>
To: Carolyn Witt <carolyn.witt@pgcps.org>

Mon, Jun 13, 2022 at 5:20 PM

Hello,

The union creates the original. They have made it available per my knowledge. I have not done the one I normally do (which is just to remove reference to APs or 210 days). Here is the one from ASASP for APs.

Sincerely,

Wilma Marks

Supervisor Operations and Procedures

Payroll Services

301-952-6351

Fax: 301-952-6088

Strategic, Input, Consistency, Connectedness, Relator

Click [HERE](#) to go to the Payroll Office Website!

Click [HERE](#) to go to the Absence Management Website!

Click [HERE](#) to go to the [Leave](#) (Use or Lose) [Calculator](#) for all PGCPS unions!

Click [HERE](#) to go to the Internal Revenue Service (IRS) Tax Withholding Calculator!

Payroll General Inquiries email: payroll@pgcps.org

For Long term Leave/FMLA/LOA Inquiries: absence.mgmt@pgcps.org

Payroll Tax and/or W2 Inquiries email: payroll.taxesw2s@pgcps.org

Payroll Stop Payment Submission and/or Inquiries: payroll.stoppayment@pgcps.org

Garnishment Inquiries: payroll.garnishment@pgcps.org

Payroll Escheatment Inquiries: payroll.escheatment@pgcps.org

Quarantine leave: quaran.leaverequests@pgcps.org

Providing excellent customer service is very important to us***

Please, take a moment to rate our service by clicking the link below:

[Click Here to Complete Customer Service Survey!](#)

[Quoted text hidden]



11 Month Calendar (210 Days) 2022-2023.docx

100K

Carolyn Witt <carolyn.witt@pgcps.org>
To: Wilma Marks <wilma.marks@pgcps.org>

Tue, Jun 14, 2022 at 8:58 AM

Good morning,

This is the one Mrs. Nevarez needs. Thank you!

[Quoted text hidden]