



**Department of
Education**

Dennis M. Walcott, Chancellor

PAYROLL ADMINISTRATION MEMORANDUM

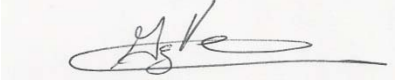
NO. 7 2011-2012

George Vasiliou
Executive Director
**Division of Financial
Operations**

65 Court Street,
Room 1701A
Brooklyn, NY 11201
+1 718 935 2342 tel
+1 718 935 2461 fax

DATE: December 6, 2011

TO: CFN Executive Directors (Via Email)
Personnel Liaisons
Personnel Directors

FROM: George Vasiliou 

SUBJECT: **Salary and Schedule Adjustments for UFT Ed.
Officers, Ed. Analysts, Associate Ed. Analysts, and
Associate Ed. Officers**

In accordance with a recently decided arbitration, 112 employees who are currently in the Education Officer, Education Analyst, Associate Education Officer and Associate Education Analyst titles will be made members of the United Federation of Teachers (UFT), retroactively effective to April 2011.

These changes in title and union affiliation require that some of the employees receive salary increases, bringing them up to the minimum for their new title. Employees will receive these salary increases retroactive to April 7, 2011 on the December 23, 2011 payroll.

Furthermore, the current UFT contract calls for these employees to work 37 ½ hours a week instead of the 35 hours previously worked by most of these employees. This schedule change is also retroactive to April 7, 2011. There will be no payroll deductions for this schedule change. Going forward the employee schedules must be modified to reflect a 37 ½ hour week.

If you have any questions regarding this, please contact Brian Weekes at (718) 935-2201,

GV/mw

C: Veronica Conforme
Michael Tragale
Lawrence Becker
Francine Perkins-Colón
Andrew Gordon
Laura Tamburo, United Federation of Teachers