



THE NEW YORK CITY DEPARTMENT OF EDUCATION

JOEL I. KLEIN, *Chancellor*

Vincent A. Giordano, *Executive Director*
Division of Financial Operations

PAYROLL ADMINISTRATION MEMORANDUM - NO. 7, 2005 - 2006

DATE: December 5, 2005

TO: ROC Directors, Heads of Offices (via e-mail)
Principals (via "Principal's Weekly Newsletter")
School Secretaries

FROM: Vincent A. Giordano
Executive Director

SUBJECT: **UFT Contract Implementation Plan for December**

During December 2005, all UFT pedagogic and administrative staff will be placed on the appropriate salary scale and receive retroactive arrears as indicated below:

- Active employees in the following titles will be placed on the appropriate schedule as follows:
 - UFT pedagogues and paraprofessionals hired prior to 11/3/05 will be paid at the 11/1/05 salary rate and receive arrears on the 12/15/05 payday.
 - UFT pedagogues hired at step 1A or 1B on 11/3/05 or later will be placed on the 12/1/04 salary schedule and will remain on the 12/1/04 schedule until reaching step 2A. Arrears are also scheduled for the 12/15/05 payday.
- New Occasional Per Diem and Per Session Pedagogic rates will be in effect on 11/1/05 for the 12/5/05 payday. Arrears are scheduled to be included on the 12/16/05 payday. F Status rates, Substitute Paraprofessionals and Paraprofessional Per Session service and arrears will also be paid on 12/16/05 also.
- Administrative UFT employees will be placed on the 11/1/05 salary schedule and receive full arrears on 12/16/05.
- Employees who terminated prior to 9/12/05 and are currently active will only receive arrears from the point of their return to service.
- Anyone who terminated prior to 9/12/05 excluding retirees is not eligible for arrears.
- Employees currently on a leave of absence will receive their arrears upon return to active service.
- Retroactive payments to retirees will be paid at a later date.

Please make this memo available to all applicable employees.

If you have any questions, please contact the appropriate payroll.

Pedagogic Payroll (718) 935-3434
Hourly Support Payroll (718) 935-3030
Administrative Payroll (718) 935-2201

VAG:ms

c. B. Feig J. Hederman
P. Rini M. Aaronsen, UFT
Y. Kong K. Lubetsky
L. Tamburo