



**THE FOLLOWING ARTICLE PUBLISHED BY THE
DIVISION OF FINANCIAL OPERATIONS (DFO) APPEARED IN THE
JANUARY 10, 2006
EDITION OF THE “PRINCIPAL’S WEEKLY NEWSLETTER”**

Payroll Administration Memoranda Numbers 8 & 9

Please bring to the attention of your Payroll Secretary the Payroll Administration Memoranda outlined in the chart below. You may access these memoranda by going to the following site:

<http://www.nycenet.edu/Offices/DFO/PayrollAdministration/MostPopularClicks/PayrollMemoranda.htm>

Number	Date	Subject									
8	January 3 2006	<p style="text-align: center;"><u>Year 2006 Federal Tax Withholding and Social Security/Medicare Tax</u></p> <hr/> <p style="text-align: center;"><i>Abstract of Memo:</i></p> <p>This memorandum provides the following payroll tax information for all employees:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Tax</th> <th style="text-align: center;">Tax Rate</th> <th style="text-align: center;">Taxable Wages (Maximum)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Social Security</td> <td style="text-align: center;">6.20%</td> <td style="text-align: center;">\$94,200</td> </tr> <tr> <td style="text-align: center;">Medicare</td> <td style="text-align: center;">1.45%</td> <td style="text-align: center;">No Ceiling</td> </tr> </tbody> </table>	Tax	Tax Rate	Taxable Wages (Maximum)	Social Security	6.20%	\$94,200	Medicare	1.45%	No Ceiling
Tax	Tax Rate	Taxable Wages (Maximum)									
Social Security	6.20%	\$94,200									
Medicare	1.45%	No Ceiling									
9	January 3 2006	<p style="text-align: center;"><u>Automation of Final Entitlement Screen in EIS (11.2.4)</u></p> <hr/> <p style="text-align: center;"><i>Abstract of Memo:</i></p> <p>Final entitlement forms for all inactive employees and those on leaves without pay will be automatically created when the appropriate staffing transaction terminating the employee or placing the employee on a leave without pay has been finalized in EIS. Therefore, payroll secretaries and ROC personnel will no longer be required to input the data entry information into the EIS final entitlement screen (11.2.4).</p>									

Questions regarding the above memoranda may be directed as follows:

Memo #8

Mary Spellman
718-935-2651

Memo #9

Pedagogical/School-Based Payrolls
65 Court Street, Room 1400, Brooklyn, NY 11201
Attention: Termination Unit