



Notice
April 24, 2015

Carmen Fariña
Chancellor

AMENDMENTS TO CHANCELLOR'S REGULATION C-175—PER SESSION EMPLOYMENT

I. Description of the subject and purpose of the proposed item under consideration.

Chancellor's Regulation C-175 sets forth the rules and limitations governing per session services provided by pedagogic employees. The following amendments are proposed:

- The amended regulation becomes effective on July 1, 2015, the first day of the 2015-2016 per session school year.
- The maximum total number of hours of per session work permitted during any per session year for principals is 250 hours. Principals must seek permission in advance from their superintendent to work in per session activities. Principals Assigned must seek permission in advance from the Chief Executive Officer of the Division of Human Resources to work in per session activities.
- The maximum total number of hours of per session work permitted during any per session year for teachers, assistant principals, educational administrators, secretaries, paraprofessionals, and other limited pedagogic staff is 400 hours.
- For school-based per session assignments that require supervisory administrators, school administrators below the level of principal shall be notified of such positions and have priority before principals to receive such assignments. The principal must post the position in the school and send a notice to all supervisory administrators in the school. If no supervisors apply, the principal is eligible to apply if it does not exceed the cap on per session hours and the principal submits documents to the superintendent demonstrating that other school supervisors have been notified of the position and have either declined it or failed to apply for it.
- Any pedagogic employee who seeks per session service that would exceed the maximum number of hours permitted must seek a waiver from the appropriate supervisor.
- The organization providing Human Resources support approves district and borough per session waiver requests.
- The Chief Executive Office of the Division of Human Resources or his/her designee approves central-based and citywide per session waiver requests.
- Waiver requests must be signed by the appropriate supervisor and submitted sufficiently in advance to allow time for review.

- Per session positions serving students from more than one community school district and more than one high school borough must be posted and approved by the Division of Human Resources.
- Coaches applying for waivers for per session athletic activities will be granted waivers, absent extraordinary circumstances.
- The Chancellor or his/her designee may waive all or part of this regulation in the best interests of the school system.

II. Information regarding where the full text of the proposed item may be obtained.

The full text of the proposed item can be found on the main page of the PEP website:

<http://schools.nyc.gov/AboutUs/leadership/PEP/publicnotice/2014-2015/June2015Regulations>

III. The name, office, address, email and telephone number of the city district representative, knowledgeable on the item under consideration, from whom information may be obtained concerning the item and to whom written or oral comments regarding the item under consideration can be submitted.

Name: Peter Ianniello
Office: Division of Human Resources
New York City Department of Education
Address: 65 Court Street, Brooklyn, New York
Email: RegulationC-175@schools.nyc.gov
Phone: 718-935-2854

IV. Date, time and place of the PEP meeting at which the Board will vote on the proposed item under consideration.

June 10, 2015
6:00 p.m.
Metropolitan Expeditionary Learning School
91-31 Metropolitan Ave.
Queens, NY 11375