

**ATTACHMENT A
ELIGIBILITY CRITERIA FOR 2006 SUMMER/VACATION PAY**

TITLE	PRO-RATED VACATION ENTITLEMENT	PAYMENT FORMULA	CRITERIA USED FOR CREATING PAYMENT	COMMENTS
DC37/Local 372 Family Paraprofessional	Vacation days 2006 = 261 Annual Work Days - 211 School Days 5 Vacation days	All service paid from 9/7/05 – 6/28/06 multiplied by a monthly factor of 50 days X employee's pay rate (including longevity and service increment) Service paid does not include per session payments.	Service from 9/7/05 – 5/16/06 is multiplied by vacation factor and employee's pay rate and divided into 4 summer checks for July and August. Service from 5/17/05 – 6/28/06 is multiplied by the vacation factor and employee's pay rate and processed for the 6 th summer pay check dated 9/7/06.	Employees need to be in full pay status for 15 calendar days in order to be entitled to vacation pay for each month.
Hourly School Lunch Employees, School Aides, School Health Service Aides, Film Inspection Asst.	Employees hired <u>before</u> June 30, 1987 receive: 1 session of vacation for each month of service or major portion thereof during the school year.	All service paid from 9/8/05 – 6/28/06 at the employee's pay rate (including longevity and service increments) is multiplied by 25.481%. This is the summer pay entitlement. Service paid does not include FLSA overtime payments.	Service from 9/8/05 – 5/17/06 is multiplied by 25.481% and divided into four summer checks for July and August. Service from 4/17/06 – 6/28/06 is multiplied by 25.481% and paid on the 6 th summer check dated 9/07/06 distributed on that day. All hourly employees hired <u>after June 30, 1987</u> , receive the following vacation pay sessions:	Service is a combination of any of these titles represents continuous service for vacation pay entitlements. A vacation session is equal to a day. A day is equal to the number of hours an employee is scheduled to work. Vacation session entitlements are also multiplied by 25.481%.
Hourly Guards	Employees hired <u>before</u> June 30, 1987 receive: 1 session of vacation pay for each month of service School Guards who work during July and August receive additional vacation pay in October.	School Guards hired <u>after</u> June 30, 1987 receive: Years of Service Vacation Sessions 4 3 5 3 6 8 7 8 8 9 9 9 10 10	Years of Service 4 5 6 7 8 9 10	Vacation Sessions 4 4 7 8 8 9 10 *** Please note that the pay rate is the rate in effect at the time the service was performed.

Jury Duty checks may be kept if employees are not working during the summer.