

SUMMARY OF SCHOOL ALLOCATION MEMORANDUM NO. 31, FY08

CSA COLLECTIVE BARGAINING

Summary

This allocation provides tax levy funds for the salary increases from the recent Council of Supervisors and Administrators (CSA) collective bargaining agreement.

Purpose

The Department is upwardly adjusting the school budgets amounts to reflect the fiscal year 2008 cost of the salary increases for CSA members reached in the new collective bargaining agreement. Schools will receive an amount sufficient to cover the FY08 cost of the salary increases of their CSA members and their CSA vacancies in tax levy allocation categories.

Restrictions on Funds

Funds for staffed positions will be automatically scheduled for CSA employees. Funds for vacancies must be used to cover the full collective bargaining increases. These increases will need to be scheduled when current vacancies are staffed.

Allocation Formula

The allocations fund increases in the forecast FY08 cost of staff in annual CSA positions in tax levy allocation categories. For each CSA vacant position in tax levy allocation categories, the allocation covers the *average* forecast CB increase of staff in that title. No allocations will be made to cover increased cost of CSA staff funded by reimbursable allocation categories.



THE NEW YORK CITY DEPARTMENT OF EDUCATION

JOEL I. KLEIN, *Chancellor*

OFFICE OF THE CHIEF FINANCIAL OFFICER

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SCHOOL ALLOCATION MEMORANDUM NO. 31, FY08

DATE: June 25, 2007

TO: **COMMUNITY SUPERINTENDENTS, INTEGRATED SERVICE CENTERS AND SCHOOL PRINCIPALS**

FROM: Susan Olds, Executive Budget Director

SUBJECT: **CSA Collective Bargaining Increases**

In light of the new CSA collective bargaining agreement, the Department is upwardly adjusting the Galaxy budget amounts for CSA members and providing schools with funds to cover those increases. Schools will receive funding to cover the FY 08 cost of the salary increases of annual staffed and vacant CSA positions budgeted in tax levy allocation categories.

Next year, in 2008-2009, additional funds for the collective bargaining agreement will be distributed through the Fair Student Funding process - not on a school-by-school, member-by-member basis.

The FY08 Galaxy budget amounts for CSA positions will be updated on Monday, June 25, 2007, to reflect current and anticipated CSA collective bargaining (CB) increases through FY08. School budgets will be increased to cover the increases for all allocation categories listed in Appendix B. The allocation method for the adjustment is as follows:

1. Staffed positions will be increased to reflect all CSA CB increases through June 30th 2007, plus the October 6th, 2007, and April 6th, 2008, CSA collective bargaining increases. For FY08, budget amounts for these titles are not intended to be a person's actual salary. They reflect the fiscal year cash value of a budget forecast based on known and predictable events through June 2008, including aforementioned CB adjustments. (Appendix A contains examples of cash value calculations.) For staffed positions the scheduled amounts on the TO will equal the allocations by school and allocation category
2. For all vacancies, the allocations will be increased by the average FY08 CB increase by title. However, the allocation amounts will not equal the increases in the scheduled tables of organization amounts. Scheduled amounts on the table of organizations will be adjusted based on calculations that take into account whether the vacancy has an intended candidate identified in Galaxy or not (see below). Therefore schools need to reserve any unused CB allocations to cover actual CB costs when the position is filled.
 - a. Scheduled amounts for Vacancies with Intendeds will be adjusted to reflect the HIGHER of the following two values: the updated Supervisor Minimum salaries

used for budgeting OR the Intended's updated forecasted budget amount (described in #1). Please note that the updated Supervisor Minimums reflect a cash value based on the increases through June 2007, as well as the increases scheduled for October 2007, and April 2008.

- b. Scheduled amounts for Vacancies without Intendeds will be adjusted to reflect updated Title Maximum salaries used for budgeting. The updated Title Maximums (default rate) reflect the cash value of the *current average forecasted salaries* for these titles.
3. Budget amounts for Bulk Jobs, including F Status, are not being updated and increases to these rates have not been factored into the allocations. However, the per diem and per session rates in the Galaxy tables have been updated. If jobs are resaved, they will be valued at the new rates. The new rates reflect a cash value based on the increases in June 2007, October 2007, and April 2008. This cash value assumes that expenditures will occur evenly throughout the year. Depending on the usage rate of the job, expenditures may be lower or higher than the job value. For example, if expenditures are early in the year, they may be lower than the job value. If they occur after the April rate increase, they may be higher than the job value. Principals will have to monitor their bulk job commitments and adjust their budgets accordingly.
4. CSA staff in locations that were formerly extended day schools will be revalued at a base amount determined after the removal of the additional funds that were given to extended day staff. Therefore, the amounts added to the allocations in these schools and to their Galaxy tables of organizations will not be as great as they otherwise would have been.

Summary of Appendices

- Appendix A: Examples of how the cash values for titles were calculated.
- Appendix B: Allocation categories to be funded.

c: Andres Alonso
 Marcia Lyles
 Lisa Dare

Appendix A
Examples of the Calculations of Cash Value Rates

CSA: 10 Month Title (includes summer months in 2008)							
A	B	C	D	E	F	G: E/F	H: B*G
<u>Increase</u>	<u>New Salary</u>	<u>Start</u>	<u>End</u>	<u>Days In Title At New Salary</u>	<u>Total Days</u>	<u>% of Total Days In Title</u>	<u>Cash Value</u>
	100,000	Annual salary before CB					
13.43%	113,428	8/30/2007	10/5/2007	37	366	10.11%	11,467
2.00%	115,697	10/6/2007	4/5/2008	183	366	50.00%	57,848
5.00%	121,482	4/6/2008	8/29/2008	146	366	39.89%	48,460
Totals	121,482			366		100%	117,775
FY08 Cash Value Increase:							17.77%

CSA: 12 Month Title							
A	B	C	D	E	F	G: E/F	H: B*G
<u>Increase</u>	<u>New Salary</u>	<u>Start</u>	<u>End</u>	<u>Days In Title At New Salary</u>	<u>Total Days</u>	<u>% of Total Days In Title</u>	<u>Cash Value</u>
	100,000	Annual salary before CB					
13.43%	113,428	7/1/2007	10/5/2007	97	366	26.50%	30,062
2.00%	115,697	10/6/2007	4/5/2008	183	366	50.00%	57,848
5.00%	121,482	4/6/2008	6/30/2008	86	366	23.50%	28,545
Totals	121,482			366		100%	116,455
FY08 Cash Value Increase:							16.45%

Appendix B
Allocation Categories To Be Funded

TL ASA CENTRALLY FUNDED EXCESSED STAFF ROC B
TL ASA CENTRALLY FUNDED EXCESSED STAFF ROC D
TL ASA CENTRALLY FUNDED EXCESSED STAFF ROC F
TL ASA HH ISC
TL ASA HH ROC A
TL ASA HH ROC B
TL ASA HH ROC C
TL ASA HH ROC D
TL ASA HH ROC E
TL ASA HH ROC F
TL ASA HH CW
TL CENTRAL EXCESS RIGHT TO RETURN
TL CENTRALLY FUNDED EXCESSED STAFF
TL BORO SUSPENSION CENTER
TL Children First Funding
TL Children First Funding HS
TL Fair Student Funding
TL Fair Student Funding HS
TL Fair Student Funding Incremental
TL Fair Student Funding Incremental HS
TL FSF General Hold Harmless
TL FSF General Hold Harmless HS
TL One-Time Allocations
TL One-Time Allocations HS
TL HOST SCHOOL HS
TL Instructional Programs
TL Instructional Programs HS
TL INSTRUCTIONAL PROGRAMS CW
TL RELATED SERVICES CW
TL CHAPTER 683
TL HOME AND HOSPITAL