**Upcoming Change from Finance Dept 10/19/17**

Beginning with the FY18-19 School Year (BOE Approved)

All 10 month SALARIED classified staff will be paid on an HOURLY basis

* Approx 300 employees
* TAs, 10 month office staff, 10 month custodians, and Café managers (all with no bus license)

No check in August 2018

No option for a loan advance in Aug 2018

No option for installment pay

Checks will run Sept 2018 – June 2019

Pay will be based on the REPORTING PERIOD on the PR Reporting Schedule

* Approx. 4 weeks of pay per check
* No longer earn comp time; will become overtime status employee
* Will be paid for actual hours worked in the Reporting Period
* If hours exceed standard hours then their check will be more than expected
* If hours are less than standard hours then their check will be less than expected
* Must monitor time closely to ensure hours do not exceed standard hours
	+ 6 hour TA can work 7 hours in a week and will be paid for that extra hour but school will not be billed since it is not overtime pay…**this reduces the TA allotment by more than Parker is budgeting**

Need to schedule a time for PR Dept to meet with all the affected classified staff at each school

* + Will go over the change in detail
	+ Prepare them for what to expect
	+ Provide them with how to calculate what to save each month until Aug
	+ Encourage them to set up installment pay with their banking institution
	+ Answer questions and concerns
	+ Would like to have all meetings scheduled and completed by Dec 15th
	+ **Please contact Annie Ellis to schedule the meeting at your school**