

Vacation Payment

I do not have 5 days of vacation and will not have 5 days before this change is implemented. Can I take what vacation I have? If you do not have 5 vacation days in your bank; you may still elect to be paid up to 5 days vacation; however you may result in a negative balance which will be satisfied by any future accruals.

How will my deductions and/or garnishments be handled on the five day vacation paycheck? Only federal and state taxes will be withheld at the normal rate from the 5 day check.

How will taking the vacation payment affect my vacation accrual? Accruals are based on hours paid whether worked or benefit time (hours paid as regular, vacation, sick, personal business) therefore employees will not lose any benefit time however, ESP employees will experience a shift in when they receive the accrual due to the shift in calendar.

How will my vacation accrual be impacted? Vacation accruals are earned based on service hours (regular, holiday, sick, personal business), therefore employees will earn full accruals.

What if I do not want to elect for vacation payout? Employees are not required to take a vacation payment; simply do not submit an election and your vacation bank will remain in tact.

Bridge Loan

Does the bridge loan only apply to Local 1 or can 52 Week ESPs apply for Bridge Loan? The bridge loan is only offered to Local 1 employees.

I am an employee on deferred pay;

What if I would like to elect for a bridge loan? The bridge loan is only offered to Local 1 employees.

What if I do not want my deferred bank reduced over the summer? Employees on deferred pay will receive five days of deferred as agreed upon with the local unions. Employees that *do not* wish to use those funds to bridge the change in pay check date are encouraged to put those funds aside for summer.

What if I do not want to elect for bridge-loan? Employees are not required to take a bridge-loan; simply do not submit an election.

Will I be charged interest? No, the loan is interest free.

Earnings

I am ESP;

When will I be paid the 5 days that are not in pay period 8 (4/24/2009)? The five days that would have been paid in pay period 8 move to pay period 9. Employees will maintain a 10 working day bank instead of a 5 day working bank. Employees will receive the days in bank at the time of separation.

Earnings

I am ESP;

When will I be paid the 5 days that are not in pay period 8 (4/24/2009)? The five days that would have been paid in pay period 8 move to pay period 9. Employees will maintain a 10 working day bank instead of a 5 day working bank. Employees will receive the days in bank at the time of separation.

It looks like my 2009 earnings will be short by five days? Employees who do not elect to be paid out vacation will see a reduction in their taxable earnings in the 2009 tax year. All wages earned will be paid to employees, but the shift in the calendar creates a one time affect on the employees.

I am Teacher/Principal/Assistant Principal;

Why am I not receiving 15 days pay on May 8, 2009? The pay period dates for pay period 9 are not changing; the pay period ends on April 25, 2009. Employees will maintain a 10 working day bank instead of a 5 day working bank. Employees will receive the days in bank at the time of separation.

Deductions

What deductions and/or garnishments will be withheld from vacation payment/bridge loan? The five day check for vacation/bridge loan will be subject to statutory deduction such as, federal and state taxes and certain involuntary deductions. Involuntary deductions that are collected in full on the regular pay check dated 4/24/2008 will not be deducted again on the vacation/bridge loan payment.

Can I change my deductions withheld on my regular pay check? Certain voluntary deductions may be changed; tax Shelter Annuity and charitable contributions. If you have additional federal withholding, you may also elect to change that amount, however; if that additional amount is to satisfy a tax agreement it would not be advisable to change your withholding amount.

How will my deductions for taxes (federal, state and medicare) be affected by the change? These deductions are calculated on a percentage of gross pay, therefore, there will be no impact on taxes as a result of this change.

General

How will this impact me? As a Chicago Public School employee, you will experience a transition in the pay day. Your rate of pay will remain the same and you will receive all compensation you are owed, but rather than receive your pay one week after the pay period end, you will receive it two weeks after the pay period end date.

How will this impact the payment dates I have for my monthly bills and any automatic payments I've set up through my financial institutions? You will need to consider the impact of the pay day change to your own life expenses and scheduled payment dates for such expenses.

For example, if your car payment is scheduled for the first of the month, you may want to request from the financial institution a new due date. Most financiers will allow such a change if requested with appropriate advance notice and this would only be a modification change rather than a re-establishing a new loan. Typically, this can be done without any other change to the loan. You will need to visit directly with your financial institution to determine the action needed.

Who can I contact if I have additional questions? Further questions, can be directed to combinedpayroll@cps.k12.il.us.