



moving_10month_employees_cyr_payroll_ste p11

Table of Contents

moving_10month_employees_cyr_payroll_step11 i

If the district has employees who start work on or after September 1st, generate a User Created report in NY PMIS to identify September start date employees. Pull up each of these employees in Maintenance > Admin Position Modify and deselect the Accept Changes flag. These employees should not roll to CY Payroll at this time for TRS purposes.