



Update next year salary tables

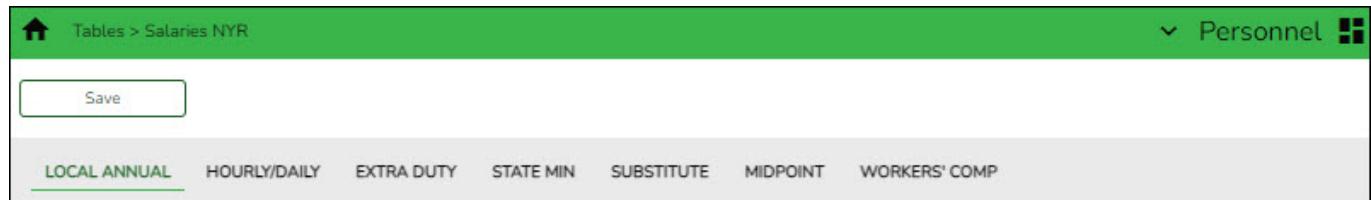
Table of Contents

Update next year salary tables

Personnel > Tables > Salaries NYR

Update the following next year salary tables to reflect any changes to the salary schedules (anticipated or known).

These tables are not shared between the current year and next year records.



[Personnel > Tables > Salaries NYR > Local Annual](#)

This tab is the most commonly used. You can make mass updates by percent or dollar amount, or by employee. To see a change before saving the record, enter the change and click **Default**. The original annual amount is displayed in the **Annual Amt** column, the percent or dollar is increased, and the **New Amount** is displayed. Click **Save**. If decreasing a salary, enter a negative percent or dollar amount.

On the Job Codes table, this salary concept could then be attached to the applicable job(s). When the job is selected on the Job Info tab, the system populates the Base Annual field automatically in the Daily Rate section on that page and can calculate the daily rate based on the number of days employed. In addition, when the Mass Update Salary Calculations feature is used, the system uses this table to extract the correct salary information, perform calculations, and populate many fields on the Job Info tab.

Tables > Salaries NYR Personnel

[Save](#)

LOCAL ANNUAL HOURS/DAILY EXTRA DUTY STATE MIN SUBSTITUTE MIDPOINT WORKERS' COMP

Records

Pay Grade:

Modify

By Percent By Dollar Amt

Salary

Amount: %

Delete	Pay Grade	Pay Step	Max Days Employed	Local Sched	Annual Amt	% Increase	New Amount
	<input type="button" value="A10"/>	<input type="button" value="00"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="14,370.00"/>	<input type="button" value="0.00"/>	<input type="button" value="14,370.00"/>
	<input type="button" value="A10"/>	<input type="button" value="01"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="14,770.00"/>	<input type="button" value="0.00"/>	<input type="button" value="14,770.00"/>
	<input type="button" value="A10"/>	<input type="button" value="02"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="15,170.00"/>	<input type="button" value="0.00"/>	<input type="button" value="15,170.00"/>
	<input type="button" value="A10"/>	<input type="button" value="03"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="15,570.00"/>	<input type="button" value="0.00"/>	<input type="button" value="15,570.00"/>
	<input type="button" value="A10"/>	<input type="button" value="04"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="15,970.00"/>	<input type="button" value="0.00"/>	<input type="button" value="15,970.00"/>
	<input type="button" value="A10"/>	<input type="button" value="05"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="16,370.00"/>	<input type="button" value="0.00"/>	<input type="button" value="16,370.00"/>
	<input type="button" value="A10"/>	<input type="button" value="06"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="16,770.00"/>	<input type="button" value="0.00"/>	<input type="button" value="16,770.00"/>
	<input type="button" value="A10"/>	<input type="button" value="07"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="17,170.00"/>	<input type="button" value="0.00"/>	<input type="button" value="17,170.00"/>
	<input type="button" value="A10"/>	<input type="button" value="08"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="17,570.00"/>	<input type="button" value="0.00"/>	<input type="button" value="17,570.00"/>
	<input type="button" value="A10"/>	<input type="button" value="09"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="17,970.00"/>	<input type="button" value="0.00"/>	<input type="button" value="17,970.00"/>
	<input type="button" value="A10"/>	<input type="button" value="11"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="18,770.00"/>	<input type="button" value="0.00"/>	<input type="button" value="18,770.00"/>
	<input type="button" value="A10"/>	<input type="button" value="12"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="19,170.00"/>	<input type="button" value="0.00"/>	<input type="button" value="19,170.00"/>
	<input type="button" value="A10"/>	<input type="button" value="13"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="19,570.00"/>	<input type="button" value="0.00"/>	<input type="button" value="19,570.00"/>
	<input type="button" value="A10"/>	<input type="button" value="14"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="19,970.00"/>	<input type="button" value="0.00"/>	<input type="button" value="19,970.00"/>
	<input type="button" value="A10"/>	<input type="button" value="15"/>	<input type="button" value="187"/>	<input type="button" value=" "/>	<input type="button" value="20,370.00"/>	<input type="button" value="0.00"/>	<input type="button" value="20,370.00"/>

[First](#) [Previous](#) [1](#) / [16](#) [Next](#) [Last](#) [Calculate New Amount](#) [Add](#)

Personnel > Tables > Salaries NYR > Hourly/Daily

The Hourly/Daily and Midpoint tabs can be updated in the same way if used by your LEA.

Tables > Salaries NYR Personnel

Save

LOCAL ANNUAL **HOURLY/DAILY** EXTRA DUTY STATE MIN SUBSTITUTE MIDPOINT WORKERS' COMP

Records Modify Salary

Pay Grade: All Pay Step: All Retrieve By Percent Amount: 0.00 % Default Print

Delete	Pay Grade	Pay Step	Hrs Per Day	Rate Type	Local Sched	Pay Type	Est Ovtm Hrs	Amount	% Increase	New Amount
	HO1	0	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	1	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	10	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	11	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	12	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	13	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	14	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	15	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	16	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	17	8.00	Hourly		Salary	800.0	12.830	0.000	12.830
	HO1	18	8.00	Hourly		Salary	800.0	12.830	0.000	12.830

[Personnel > Tables > Salaries NYR > Extra Duty](#)

Tables > Salaries NYR Personnel

Save

LOCAL ANNUAL **HOURLY/DAILY** **EXTRA DUTY** STATE MIN SUBSTITUTE MIDPOINT WORKERS' COMP

Records Modify Salary

Pay Acty: All Wholly Sep: All Retrieve By Percent Amount: 0.00 % Default Print

Delete	Code	Description	Account Code	Activity	Wholly Sep	Exp 373
	01	TECHNOLOGY AIDE	199-11-6129.00-001-X-31-0-	80 Base Salary	N No	Y Account used in ASB
	02	COUNSELOR MASTER	XXX-XX-XXXX,XX-XXX-X-XX-X	79 Other Supplemental	N No	Y Account used in ASB
	03	COACHING	199-36-6119.00-001-X-91-0-	02 UIL Athletics	N No	Y Account used in ASB
	04	MA SUPPLEMENT	XXX-XX-XXXX,XX-XXX-X-XX-X	80 Base Salary	N No	Y Account used in ASB
	05	CHEER SPONSOR	199-36-6119.01-001-X-91-0-	16 UIL Clubs/Activities	N No	Y Account used in ASB
	06	ART STIPEND	199-36-6119.00-001-X-99-0-	05 Band or Orchestra	N No	Y Account used in ASB
	07	ATHLETIC DIRECT.	199-36-6119.00-001-X-91-0-	02 UIL Athletics	N No	Y Account used in ASB
	08	MATH/SCIENCE SUP	XXX-XX-XXXX,XX-XXX-X-XX-X	79 Other Supplemental	N No	Y Account used in ASB
	09	BAND STIPEND	XXX-XX-XXXX,XX-XXX-X-XX-X	05 Band or Orchestra	N No	Y Account used in ASB
	10	STAAR CORE	255-XX-XXXX,XX-XXX-X-XX-X	16 UIL Clubs/Activities	N No	Y Account used in ASB
	11	SPANISH STIPEND	289-11-6119.00-001-X-XX-X-	80 Base Salary	N No	Y Account used in ASB
	12	REC. STIPEND	XXX-XX-XXXX,XX-XXX-X-XX-X	80 Base Salary	N No	Y Account used in ASB
	13	YEARBOOK	XXX-XX-XXXX,XX-XXX-X-XX-X	79 Other Supplemental	N No	Y Account used in ASB

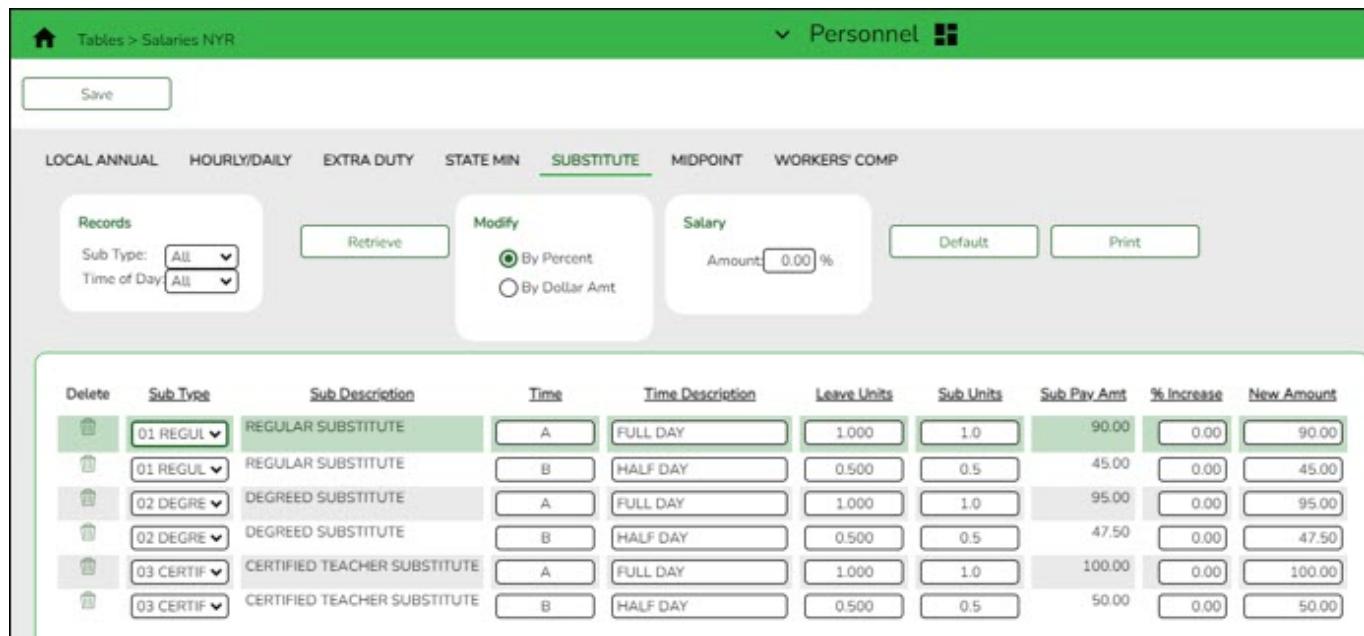
First Last Calculate New Amount Add

[Personnel > Tables > Salaries NYR > State Min](#)

This tab is updated via a file upload when applicable. These instructions are sent separately with the file as needed.

[Personnel > Tables > Salaries NYR > Substitute](#)

This tab can be manually updated as needed.



The screenshot shows the 'Substitute' tab selected in the 'Tables > Salaries NYR' interface. The top navigation bar includes 'Save', 'Personnel', and tabs for LOCAL ANNUAL, HOURLY/DAILY, EXTRA DUTY, STATE MIN, SUBSTITUTE, MIDPOINT, and WORKERS' COMP. The 'Substitute' tab is highlighted with a green underline. Below the tabs are sections for 'Records' (Sub Type: All, Time of Day: All), 'Modify' (radio buttons for 'By Percent' and 'By Dollar Amt' with 'By Percent' selected), and 'Salary' (Amount: 0.00 %). A table below lists six substitute types with their details: 01 REGUL, 02 DEGRE, 03 CERTIF, and their regular, degreeed, and certified teacher counterparts. Each row includes a 'Delete' icon, a 'Sub Type' dropdown, a 'Sub Description', 'Time' (A or B), 'Time Description' (FULL DAY or HALF DAY), 'Leave Units' (1.000 or 0.500), 'Sub Units' (1.0 or 0.5), 'Sub Pay Amt' (90.00, 45.00, 95.00, 47.50, 100.00, 50.00), '% Increase' (0.00), and 'New Amount' (90.00, 45.00, 95.00, 47.50, 100.00, 50.00).

Delete	Sub Type	Sub Description	Time	Time Description	Leave Units	Sub Units	Sub Pay Amt	% Increase	New Amount
	01 REGUL	REGULAR SUBSTITUTE	A	FULL DAY	1.000	1.0	90.00	0.00	90.00
	01 REGUL	REGULAR SUBSTITUTE	B	HALF DAY	0.500	0.5	45.00	0.00	45.00
	02 DEGRE	DEGREED SUBSTITUTE	A	FULL DAY	1.000	1.0	95.00	0.00	95.00
	02 DEGRE	DEGREED SUBSTITUTE	B	HALF DAY	0.500	0.5	47.50	0.00	47.50
	03 CERTIF	CERTIFIED TEACHER SUBSTITUTE	A	FULL DAY	1.000	1.0	100.00	0.00	100.00
	03 CERTIF	CERTIFIED TEACHER SUBSTITUTE	B	HALF DAY	0.500	0.5	50.00	0.00	50.00

[Personnel > Tables > Salaries NYR > Midpoint](#)[Payroll > Tables > Tax/Deductions > Workers' Comp](#)

Review the TEA Minimum Salary Schedules and update information as needed or import salary data.



Back Cover