



BULLETIN

APRIL 4, 2005

IMPORTANT REMINDER FOR FACULTY

NEW PAYDAYS GO INTO EFFECT JULY 1, 2005

Project MAESTRO communications are sent primarily through email. The purpose of this special bulletin is to ensure employees are reminded of important changes underway.

The new monthly payroll calendar goes into effect July 1, 2005. Faculty who had been paid every four weeks will receive their salary in one monthly check on the last working day of the month. There will be no ESA payments in the new system.

1. The chart at the right identifies faculty paydays for the 2005-06 academic year.

2005-06 ACADEMIC YEAR MONTHLY PAYROLL CALENDAR PAYDAYS		
SUMMER SESSION	Friday	July 29, 2005
	Wednesday	August 31, 2005
FALL SEMESTER	Thursday	September 30, 2005
	Monday	October 31, 2005
	Wednesday	November 30, 2005
	Wednesday	December 28, 2005
	Tuesday	January 31, 2006
WINTER INTERSESSION	Tuesday	January 31, 2006
SPRING SEMESTER	Tuesday	February 28, 2006
	Thursday	March 30, 2006
	Friday	April 28, 2006
	Wednesday	May 31, 2006
	Friday	June 30, 2006

2. Announcements on the payroll calendar change are on readily available on the LACCD website.

PROJECT MAESTRO NEWSLETTERS ON PAYROLL CALENDAR CHANGES	
GO TO	www.laccd.edu
CLICK TAB	Intranet (District Network Only)
CLICK	Project MAESTRO (New HR System)
SELECT	#3 Monthly Salary Replaces Hourly Pay #4 Work Schedules, Quotas, and Absences #7 Your Questions and MAESTRO's Answers #8 The Work Year and Basis Redefined: Part I #9 The Work Year and Basis Redefined: Part II #11 How Much Am I Going to Be Paid? #17 Update on New Payroll Calendar #18 Direct Deposit is Coming #19 "Plastic" Paychecks are Coming!

3. Staying informed of payroll and other changes underway is quite easy—just watch your email for the weekly Project MAESTRO newsletter. Until all employees have computer access, hard copy is also posted on the LACCD Bulletin Boards at each location. If you have a question, feel free to ask your location SPOC or just send an email directly to Project MAESTRO at MAESTROeditor@laccd.edu.