

FREQUENTLY ASKED QUESTIONS

2022-2025 AALA Salary Rate Increase Payment

1. When will the salary increases be paid?

- Retroactive payments for salary increases effective July 1, 2022, January 1, 2023, and July 1, 2023, will be reflected on the Certificated (CE) check dated November 3, 2023.
- The salary increases and retroactive payments will be included as part of your normal paycheck.

2. What are the salary increases for 2022-2023, 2023-2024 and 2024-2025 school years?

EFFECTIVE DATE	AALA WAGE INCREASES
7/1/2022	3%
1/1/2023	4%
7/1/2023	3%
1/1/2024	4%
7/1/2024	3%
1/1/2025	4%

- In addition, the following shall receive Market Equity Increase (MEI)
 - Nurse Administrator shall receive \$20,000 effective January 1, 2023, added prior to the percentage rate increase effective January 1, 2023.

3. Where can I find the new salary schedules?

- Salary schedules are available via the Human Resources website, open the hyperlink <https://achieve.lausd.net/Page/4045>
- The Salary Tables page will display the 2023-2024 School Year

4. How will the retroactive salary adjustments be reflected on my paycheck?

- The retroactive salary payment will be reflected in the “Prior Pay Adjustments” section of your paycheck.
- A sample check stub is included on page 5.
 - If you are or were paid as a salaried employee, you will see the resulting difference in your pay for each month (see page 5 for the salary paystub sample). The retroactive salary increases effective July 1, 2022, will be labeled as A-, B-, C-, or E-Basis Salary. The retroactive salary increases effective January 1, 2023, will be labeled as A-, B-, C-, or E-Basis Salary and Salary Spread Amount. The retroactive salary increases effective July 1, 2023, will be labeled as A-, B-, C-, or E-Basis Salary.
 - If you are or were paid as an hourly employee, you will see the resulting differences in the hourly rates for each month with negative lines reversing the former pay rates and positive lines paying the hours worked with the increased pay rates.

5. Will the retroactive salary increase payment be applied to my longevity and differential?

- No. The retroactive salary increases only apply to the base salary table.

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6. Will I receive the retroactive salary increase payment on my Special Assignment, Z-Time, Auxiliary, and Replacement Service hours?

- Yes. If you are AALA represented the associated rate increase will apply

7. When will I receive the retroactive salary increase payment?

- **Active** employees will receive the rate increase payment on November 3, 2023. You will receive the rate increase payment according to your regular method of payment.
- **Inactive** (Retired, Separated, etc.) employees will receive the rate increase payment on November 3, 2023. You will receive this rate increase payment as a check warrant and distribution will be via U.S. mail.

8. How will the hourly salary percentage rate increases be applied?

- The new hourly salary rates will take the 2021-2022 hourly salary rates and increasing them as shown in the example below:
 - 2021-2022 Salary Rate: \$72.53
 - Salary Rate Effective July 1, 2022: $\$72.53 + 3\% = \74.71
 - Salary Rate Effective January 1, 2023: $\$74.71 + 4\% = \77.69
 - Salary Rate Effective July 1, 2023: $\$77.69 + 3\% = \80.02
 - Salary Rate Effective January 1, 2024: $\$80.02 + 4\% = \83.23
 - Salary Rate Effective July 1, 2024: $\$83.23 + 3\% = \85.72
 - Salary Rate Effective January 1, 2025: $\$85.72 + 4\% = \89.15

9. How will the monthly salary percentage rate increases be applied?

- The new monthly salary rates will take the 2021-2022 monthly salary and increasing them as shown in the example below:
 - 2021-2022 Salary Rate: \$11,203.01
 - Salary Rate Effective July 1, 2022: $\$11,203.01 + 3\% = \$11,539.10$. The difference between the former Monthly Salary and the increased Monthly Salary will be displayed as the salary amount owed in the "Prior Pay Adjustments" section of your November 3, 2023, paycheck (see page 5 for the paystub sample)
 - Salary Rate Effective January 1, 2023, will display with two lines for each pay period in the "Prior Pay Adjustments" section of your November 3, 2023, paycheck. The first line item will display a Basis Salary amount for the 3% increase effective July 1, 2022. The second line will display a "Salary Spread Amount" which is calculated by taking the difference in hourly rates for the total contract reported between January 1, 2023, and June 30, 2023, and then dividing it by the same period.
(see page 5 for the paystub sample)
 - Salary Rate Effective July 1, 2023: $\$12,000.66 + 3\% = \$12,360.68$. The "Prior Pay Adjustments" section of your November 3, 2023, paycheck will display a Basis Salary amount for the 3% increase for the July 2023 pay period. The "Current Pay" section of your November 3, 2023, paycheck will display the Basis Salary with Salary Rate effective July 1, 2023, for the August 2023 pay period (see page 5 for the paystub sample)

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10. I was represented by another union for a portion of 2022-2023 and now I am represented by AALA who is eligible for a salary increase. Am I entitled to receive the wage increase for 2022-2023?

- The increase will be applied to the wages earned while AALA represented.

11. Will my Federal, State and any other applicable withholding tax be affected by the retroactive salary increases?

- Taxes will be deducted in accordance with the applicable Federal/State rates based upon your Form W-4 for Federal and Form DE-4 for State, on file.

12. Will Social Security, Medicare, and State Disability Insurance taxes be withheld from the retroactive increase payment?

- Social Security, Medicare, and State Disability Insurance will be withheld as required, and as applicable.

13. I have a Garnishment in place. Will these deductions be withheld from the rate increase payment?

- Yes. The Garnishment amounts are determined by the terms of the court order. Each garnishment order clearly specifies the terms – either a percentage or an amount. The payroll system is designed to comply with any terms as specified per the orders.

14. Will my Voluntary Deductions be withheld from the rate increase payment?

- Yes. All Voluntary Deductions will be withheld.

15. I am eligible to receive the rate increase payment. Do I have to take any step(s) to get the appropriate credit to my retirement account?

- No. The retirement contributions will be reported to the appropriate retirement agency by LAUSD-Payroll accordingly.

16. Will my retirement contributions be withheld from the retroactive salary increase payment?

- Yes, it will be withheld at the rates applicable at the time the wages were earned.

17. How can I view and download my November 3, 2023, paystub via Employee Self Service (ESS)?

- You can access Employee Self Service while in the LAUSD network by opening the hyperlink <https://ess.lausd.net>.
- You can access Employee Self Service outside of the LAUSD network (from home, cell phone, etc.) via <https://lausd.gpcloudservice.com>
- Enter your LAUSD email address and password, then click Sign-in
- To view your paystubs, click My Paystubs tile.
- To view a paystub, click pay date 11/03/2023.
- To view the entire paystub, click on Open as PDF button. It displays the paystub in a new window.

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18. Who should I contact if I have questions regarding my salary pay rates?

- Contact Human Resources at (213) 241-6131 or email at askhr@lausd.net

19. Who should I contact if I have questions regarding my paycheck?

- Contact the Payroll Administration Branch by email at payrollsupport@lausd.net **OR** call (213) 241-2570
 - Monday – Friday 8:00AM – 4:00PM
- Identify your email or call as:
 - November 3, 2023, Salary Increase
- To ensure that you receive a prompt and timely response, please be sure that the following information is included in your email or is provided to the Customer Service Representative if making a phone inquiry:
 - Name
 - Employee number
 - Telephone number and the best time to be contacted.
 - The reason why you think your paycheck is incorrect.

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Salaried Employee's Paystub Sample: (Example; Principal, Assistant Principal, School Support Administrator)

Employee Statement of Earnings - Payroll Help: (213)241-2570 or payrollsupport@lausd.net								Tax Exemptions	
Name	EE ID	Payroll Period	Pay Date	Payroll	Payment	PS-Area		FED / S / Exemptions = 00	CA / S / Exemptions = 00
LAST, FIRST	123456	10/01/23 To:10/31/23	11/03/23	Cert	DD*XXXX	MG			
Payments	Per End	SB	PS-Grp	PL	PERNR	Cost Ctr	Rate	Hours	Gross
PRIOR PAY ADJUSTMENTS									
E-Basis Salary	7/31/2022	E	42	65	00123456	1000001			336.09
E-Basis Salary	8/31/2022	E	42	65	00123456	1000001			336.09
E-Basis Salary	9/30/2022	E	42	65	00123456	1000001			336.09
E-Basis Salary	10/31/2022	E	42	65	00123456	1000001			336.09
E-Basis Salary	11/30/2022	E	42	65	00123456	1000001			336.09
E-Basis Salary	12/31/2022	E	42	65	00123456	1000001			336.09
E-Basis Salary	1/31/2023	E	42	65	00123456	1000001			336.09
Salary Spread Amount	1/31/2023	E	42	65	00123456	1000001			481.3
E-Basis Salary	2/28/2023	E	42	65	00123456	1000001			336.09
Salary Spread Amount	2/28/2023	E	42	65	00123456	1000001			481.29
E-Basis Salary	3/31/2023	E	42	65	00123456	1000001			336.09
Salary Spread Amount	3/31/2023	E	42	65	00123456	1000001			481.3
Special Assignment (3/31/2023	E	42	65	00123456	1000001	72.52969	4.00 -	290.12-
Special Assignment (3/31/2023	E	42	65	00123456	1000001	77.64289	4.00	310.57
E-Basis Salary	4/30/2023	E	42	65	00123456	1000001			336.09
Salary Spread Amount	4/30/2023	E	42	65	00123456	1000001			481.29
E-Basis Salary	5/31/2023	E	42	65	00123456	1000001			336.09
Salary Spread Amount	5/31/2023	E	42	65	00123456	1000001			481.30
E-Basis Salary	6/30/2023	E	42	65	00123456	1000001			336.09
Annualization Settle	6/30/2023	E	42		00123456				0.07
Salary Spread Amount	6/30/2023	E	42	65	00123456	1000001			481.29
E-Basis Salary	7/31/2023	E	42	65	00123456	1000001			1,157.68
E-Basis Salary	8/31/2023	E	42	65	00123456	1000001			1,157.68
E-Basis Salary	9/30/2023	E	42	65	00123456	1000001			1,157.68
CURRENT PAY *									
Regular Time Pay	10/31/2023	E	42	65	00123456	1000001		176.00	
E-Basis Salary	10/31/2023	E	42	65	00123456	1000001			12,360.69
Doctorate Degree	10/31/2023	E	42	65	00123456	1000001	0.72	176.00	125.93
								Fiscal Hrs Paid	584
Pre-Tax Deductions	Current	YTD	Post-Tax Deductions	Current	YTD	Totals	Current	YTD	
457B Pre-Tax		3734.82 -	Asstn Of Ca Sch Admtrs	68.03 -	363.38 -	Gross	22,901.03	136,331.69	
STRS Pre Tax Refunc	79.45 -	79.45 -	Assoc Admtrs of LA Due	42.92 -	472.12 -	Imputed Income	0.00	0.00	
STRS EE	2347.37 -	13974.00 -	Alliance Asian Pac Adm		100.00 -	Pre-Tax Deduct	2,426.82 -	17,788.27 -	
						Taxable Earnings	20,474.21	118,543.42	
						FED Withholding	4,670.72 -	21,594.85 -	
						FED EE Medicare	332.07 -	1,976.81 -	
						CA Withholding	1,752.57 -	8,338.97 -	
						Post-Tax Deduct	110.95 -	935.50 -	
						Non-Tax Reimburs	0.00	0.00	
Total Pre-Tax:		2,426.82 - 17,788.27 -	Total Post-Tax:		110.95 - 935.50 -	Total Net Pay	13,607.90		
* View your detailed Time Statement at https://ess.lausd.net									
Message:									

Prior Pay Adjustments
3% Monthly Salary Increase effective 7/1/2022

Salary Spread Amount reflects the 4% Salary Increase effective 1/1/2023 for pay periods January - June 2023

Prior Pay Adjustments
4% Hourly Rate Increase effective 1/1/2023

Prior Pay Adjustments
3% Monthly Salary Increase effective 7/1/2023

Current Pay Reflecting 3% Monthly Salary effective 7/1/2023