



DISTRICT 3 COMMUNITY EDUCATION COUNCIL

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CEC3 Resolution Vol. 14 No. 9

Resolution Regarding CEC Administrative Assistant Salaries

Approved at the November 20, 2014 CEC3 Calendar Meeting

by a unanimous roll call vote of the Council Members present (6 in favor/ 0 opposed)

(Absent from vote: Deen, Gill, Gotbaum, Sweeting-DeCaro)

Whereas, each Community Education Council (CEC) is responsible, pursuant to New York State law, for the appointment, supervision, evaluation and discharge of an administrative assistant (AA); and

Whereas, AA's are indispensable to their CEC's and perform tasks that include but are not limited to: administrative and office support requiring computer proficiency, research abilities and strong communication skills; coordinating CEC workflow; handling requests from individual CEC members; day-to-day management of the CEC's budget; drafting reports and correspondence; preparing meeting agendas; coordinating the use of meeting facilities; preparation of meeting minutes; and

Whereas, AA's are employees of the New York City Department of Education (DOE) but do not have civil-service or public employee union protection and are considered "managerial/confidential"; and

Whereas, DOE policies require that any AA salary increase be deducted from a CEC's operating budget, which reduces the amount available for important expenses including outreach, supplies and equipment, effectively creating a disincentive for CEC's to increase their AA's salary; and

Whereas, AA's have not received any DOE cost-of-living pay raises since March of 2009 when then-Chancellor Joel Klein determined that non-unionized managers must forgo any cost-of-living increases for two years; and

Whereas, at the end of that two year period in 2011, no salary increases were implemented; and

Whereas, as a result of the past five years of stagnation, the salaries of the AA's have not kept up with rising inflation and their position's salary cap - which is \$12,000 per year less than a School Secretary - has not increased since 2009; and

Whereas, this salary stagnation and salary cap severely diminishes a CEC's ability to retain qualified and experienced AA's which challenges a CEC's ability to accomplish its mission and fulfill its responsibilities to families and students; now, therefore be it

Resolved, That CEC3 calls on DOE to immediately implement cost-of-living salary increases similar to the percentage-increases being awarded to unionized New York City employees; and

Resolved, That CEC3 calls on DOE to immediately raise the AA salary cap; and

Resolved, That CEC3 calls on DOE to immediately end its policy of requiring AA salary increases to be deducted from a CEC's operating budget.