New Milford Public Schools Employee Pay Code Guide

Effective October 1, 2026

This guide is intended to help employees understand the overtime, holiday-pay, and commonly used pay-differential codes that may appear on your pay stub and the New Milford Public Schools payroll records.

The pay code identifies how compensation is processed in payroll. The existence of a pay code does not, by itself, create an entitlement to payment or establish eligibility. Eligibility, rate, hours, and conditions of payment remain subject to applicable collective bargaining agreements, Board policies, employment terms, and payroll procedures. This guide is a payroll-code reference and is not a substitute for a collective bargaining agreement, Board policy, employment contract, or other governing compensation provision.

Overtime and Premium Pay Codes

Code	Munis Description	Employee Guide Description
250	BOE - OVERTIME 1.5	Overtime – 1.5x
252	BOE - DOUBLE OVERTIME 2.0	Double overtime – 2.0x
255	BOE - STRAIGHT OVERTIME	Straight overtime
391	HOLIDAY HOURLY - BOE	Holiday pay – hourly
392	HOLIDAY PAY DAILY - BOE	Holiday pay – daily

Pay Differential Codes

Code	Munis Description	Employee Guide Description
720	BOE - NIGHT DIFF	Night differential
724	BOE - FS CERTIFICATION DIFF	Food Service certification differential
725	BOE - FS CASHIER DIFF	Food Service cashier differential
755	BOE - PARA HYGIENE DIFF	Paraeducator hygiene differential
775	BOE - PARA 1:1 DIFF	Paraeducator 1:1 differential
800	BOE - HEAD COOK	Head Cook
801	BOE - ASST COOK	Assistant Cook
802	BOE - FOOD PREP 1	Food Service Food Prep 1
803	BOE - FOOD PREP 2	Food Service Food Prep 2

How to Read These Codes:

- Overtime codes identify compensation processed as overtime or premium overtime.
- Holiday codes identify compensation processed under a holiday-pay code.
- Differential codes identify additional compensation associated with a qualifying assignment, condition, classification, or premium identified by the applicable pay rule.
- The same employee may be eligible for different codes at different times depending on the assignment and applicable agreement or policy.

Questions:

Please contact the New Milford Public Schools Business Office for any general questions regarding this pay code correspondence or to dispute any calculation of pay differential in order to initiate a review.