

Scenario - 1

- You have an employee whose regular assignment is a Classified IA, PERS Member.
- They have the Certificated Teaching Credential and work as a Substitute Teacher.
- Consider the following:
 - Do you need to offer them the opportunity to elect into STRS? If so what form would you provide? Is there a timing factor?
 - How would you set them up in Payroll? Could this be considered DUAL retirement?
 - Be sure to look at addons.

Dual Retirement

Search List Form

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Adams, Charles D (2933) 4105 - Status: EM
 Type: 1 {Certificated} - Pay Cycle: CES - Ret: STRS-Pre 2013 (Member[Y]) - FTI

Employment Pay Cycles:4 Taxes:4 Retirement:5 ACH:1 Deductions Contributions Assignments Addons:15 Leaves Benefit Providers Dependents Benefits Subjects Creds:6 Seniority Education

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Begin	End	Plan	Plan Opt	Primary	Mbr Status	Mbr Type	Mbr Date	Assn Type	PERS	PERS Sched
5/1/2009		STRS	O	Yes	1	Y (Existing)		57 (Full or Part Tim	No	0
5/1/2009		PERS	O	No	2	N		0	No	0

Adams, Charles D (2933) 4105 - Status: EM
 Type: 1 {Certificated} - Pay Cycle: CES - Ret: STRS-Pre 2013 (Member[Y]) -

Employment Pay Cycles:4 Taxes:4 Retirement:5 ACH:1 Deductions Contributions Assignments Addons:15 Leaves Benefit Providers Dependents Benefits Subjects Creds:6 Seniority Educa

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Begin	End	Addon	Description	Rate 1 Amt	Rate 2 Amt	Chg Ben	Changed	Account	Plan	Associ
7/1/2015	6/30/2016	AISP8HRL	CAHSEE Math Tutor	0.0000	1.0000	Yes		08-3025-5-4852-1592-1199-583-9995		
7/1/2015	6/30/2016	AISP8HRL	CAHSEE Math Tutor	0.0000	1.0000	Yes		08-0241-0-3601-1501-1199-583-9995		
9/1/2014	6/30/2015	AISP8HRL	CAHSEE Math Tutor	0.0000	1.0000	Yes	9/30/2014	08-0790-0-3545-1900-1199-583-9995		
9/1/2014	6/30/2015	AISP8HRL	CAHSEE Math Tutor	0.0000	1.0000	Yes		08-3025-5-4852-1592-1199-583-9995		
7/1/2014	8/31/2014	AISP8HRL	CAHSEE Math Tutor	0.0000	1.0000	Yes	9/10/2014	08-3025-4-4852-1592-1199-583-9995		
6/1/2014	6/30/2014	AISP8HRL	Prof Developm	0.0000	1.0000	Yes		08-7405-0-3545-1900-1199-583-9998		
2/1/2014	6/30/2014	ADDLHRLY	Math Tutor	0.0000	1.0000	Yes		08-3025-4-4852-1592-1199-583-9995		
2/1/2014	6/30/2014	ADDLHRLY	Math Tutor	0.0000	1.0000	Yes		08-0755-0-3100-1900-1199-596-9995		
8/1/2013	1/31/2014	ADLHOPEN	Math Tutor	43.7500	1.0000	Yes	2/5/2014	08-3025-4-4852-1592-1199-583-9995		
8/1/2013	1/31/2014	ADLHOPEN	Math Tutor	43.7500	1.0000	Yes	2/5/2014	08-0755-0-3100-1900-1199-596-9995		
8/1/2012	7/31/2013	ADLHOPEN		43.7500	1.0000	Yes	8/23/2013	08-0755-0-3100-1900-1199-596-9995		
8/1/2012	7/31/2013	ADLHOPEN		43.7500	1.0000	Yes	8/23/2013	08-3025-3-4852-1592-1199-583-9995		
6/1/2011	7/31/2013	ADLHOPEN	ESY	40.0000	1.0000	Yes	8/23/2013	08-3025-1-4852-1592-1157-583-9998		
9/1/2010	7/31/2012	ADLDOPEN		300.0000	1.0000	Yes	8/31/2012	08-0755-0-3100-1900-1157-596-9998		
7/1/2009	8/31/2010	ADLDOPEN		0.0000	1.0000	Yes	10/1/2010			

Scenario - 2

- A Retired Teacher is returning to be a substitute teacher.
 - Is this allowed?
 - Pick a teacher to end their assignment as of 4/30/16
 - Change them to retiree and sub status
 - Pay them on the next Supplemental Payroll
 - Review the snapshot for STRS Reporting

Retiree - Setup

001 - ALEXANDERVALLEY HR / Payroll - Employment - Employee Management

Search List Form

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Axell, Julie M (79) 0707 - Status: EM

Type: 1 {Certificated} - Pay Cycle: CE0A - Ret: STRS-Pre 2013 (Member[Y]) - FTE: 1.0000

Employment Pay Cycles:1 Taxes:7 Retirement:7 ACH:1 Deductions:4 Contributions:3 Assignments:7 Addons:7 Leaves Benefit Providers:4 Dependents Benefits:3 Subjects Creds:13 Seniority:1 Education Ev

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1 - Retirement Setup Information

Begin Date	5/1/2016
End Date	
Retirement Plan	STRS (STRS)
Member Status	2 {Non-Member or Retiree}
Plan Option	
PERS Force After Tax	
Primary Plan	Yes
Member Type	R {Retiree}
Member Status Date	4/1/1999
Disallow PERS Modification	No
PERS Survivor Benefit	
PERS Work Schedule	
PERS Member Id	
PERS Assignment Begin Date	
PERS Assignment End Date	
STRS Assignment Code	61 {Retirants - Employed}
STRS Member Id	
Comment	

Review every Tab when change in status

Axell, Julie M		CES #10 - Certificated Supplemental				Retirement and Benefits			
Employee Axell, Julie M		Pay Period 10, 04/01/16 - 04/30/16 on 05/10/16				Status Future			
Address 513 Port Circle		(Last Final Computed CE0A#8 - Ending 03/31/16 on 03/31/16)							
Cloverdale, CA 95425		FTE .00000	Benefit FTE 1.00000						
Pay Check Site 1AVS - Alexander Valley School		SS# ###-##-0707	Empld 000079		Approved				
Time Sheet Site		Bargaining Unit 1T			Last Calc'd TLEHMANN, 4/7/16 4:32 pm				
STRS RETIREMENT DETAIL									
	M	Assn	Pay	Earnings	Contributions		Service	Period	Employer
	B	Code	Rate	Cd	Cd	Amount	Began	Ended	Contributions
	R								
ADJUST (SUBD) Substitute	1	54	22,320.00	0	1	55.20	04/01/16	04/30/16 *	64.38
Retirement Total				600.00		55.20			64.38
STRS REPORTED 4/2016 Regular									
	M	Assn	Pay	Earnings	Contributions		Service	Period	
	B	Code	Rate	Cd	Cd	Amount	Began	Ended	
	R								
	1	54	22,320.00	0	1	55.20	04/01/16	04/30/16 *	
	1	57	7,547.10	3	1	532.26	04/01/16	04/30/16 *	
Retirement Total				6,385.42		587.46			

Which STRS Assignment code is correct for a Retiree?

Axell, Julie M		CES #11 - Certificated Supplemental				Retirement and Benefits			
Employee Axell, Julie M		Pay Period 11, 05/01/16 - 05/31/16 on 06/10/16				Status Future			
Address 513 Port Circle		(Last Final Computed CE0A#8 - Ending 03/31/16 on 03/31/16)							
Cloverdale, CA 95425		FTE .00000	Benefit FTE .00000						
Pay Check Site 1AVS - Alexander Valley School		SS# ###-##-0707	Empld 000079		Approved				
Time Sheet Site		Bargaining Unit			Last Calc'd TLEHMANN, 4/7/16 4:34 pm				
STRS RETIREMENT DETAIL									
	M	Assn	Pay	Earnings	Contributions		Service	Period	Employer
	B	Code	Rate	Cd	Cd	Amount	Began	Ended	Contributions
	R								
ADJUST (SUBD) Substitute	2	61	120.00	8	0		05/01/16	05/31/16	
Retirement Total				600.00		.00			
STRS REPORTED 5/2016 Regular									
	M	Assn	Pay	Earnings	Contributions		Service	Period	
	B	Code	Rate	Cd	Cd	Amount	Began	Ended	
	R								
	2	61	120.00	8	0		05/01/16	05/31/16	
Retirement Total				600.00		.00			

Addons:1	Assignments	Deductions	Contributions	Details	Payroll Errors:1	Notes
Export						
Category	Message					Code
STRS	The STRS retirement status between this employee and the system wide person retirement					46

Scenario - 3

- A Classified PERS Member works 6 hrs per day, but also worked at the game on Friday night for 4 hours.
- How many hours would be over time?
- How would this be reported to PERS?
- Review snapshot to see if PERS Reporting correctly

McNamee, Kimberly K (001996) 6203, FTE 0.00000, Gross 88.90 Net 60.59

PPR 17.78 {Hourly}, Hours: 0.00, Ret: PERS-Pre 2013 (Member), PPC: CL1A, Pay Dt: 5/10/2016 (2016, CLS #1)

Addons:3 Assignments Deductions Contributions Details Payroll Errors Notes

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Addon	Description	Effective	Pos #	OVR Rate 1 Amt	Rate2 Amt	Units	Earning Amt	Dys Wrkd	Job Class	FD-RSRC-Y-GOAL-FUNC-OBJT-SCH	P	S	Pay Rate	PCC	PPC
OTNOPER	Overtime No PERS	4/30/2016	521 {5.	17.7800	0.5000	2.0000	17.78			01-0000-0-8100-5000-2250-886-8600	PE	1	0.00	0	0
OTPERS {	Overtime PERS	4/30/2016	521 {5.	17.7800	1.0000	2.0000	35.56			01-0000-0-8100-5000-2250-886-8600	PE	1	17.78	01 {N	4 {Ho
XTRAHIR	Extra Hours	4/30/2016	521 {5.	17.7800	1.0000	2.0000	35.56			01-0000-0-8100-5000-2255-886-8600	PE	1	17.78	01 {N	4 {Ho

EARNINGS	Employee	Other
POSITION #521-5(0)/362(PETALUMA HIGH SC)		
POSITION #521-5(0)/362(PETALUMA HIGH SC)		
ADD-ON (VAC19311) Vacation Pay		
ADD-ON (VAC19311) Vacation Pay		
ADJUST (DOCKH) CSEA Retro 2.75% Oth		
ADJUST (DOCKH) Dock-Sick 1/19/16		
ADJUST (DOCKH) Leave Dock (SICK)		
ADJUST (DOCKH) Leave Dock (SICK)		
ADJUST (OFFS) 2% Off Schedule Feb		
ADJUST (OFFS) 2% Off Schedule Mar		
ADJUST (OFFS) 2% Off Schedule Retr		
ADJUST (OTNOPERS) Overtime No PERS	17.78	
ADJUST (OTPERS) Overtime PERS	35.56	
ADJUST (VAC19311) CSEA 2.75% Retro Vac		
ADJUST (xtrahire) CPR & First Aid Trai		
ADJUST (xtrahire) CSEA Retro 2.75% Oth		
ADJUST (XTRAHIRE) Extra Hours	35.56	
Total	88.90	.00

DEDUCTIONS / CONTRIBUTIONS	Employee	Other
(PERS) PERS	4.98	8.43
(DENTAL) Dental Pre		
(KAISER) Kaiser Pre		
(LIFE) Life Insurance		
(CSEA) CSEA Dues		
(CSEACHP) CSEA Chapter Dues		
(SMRARR) **DNP		
Total	4.98	8.43

Subject Gross

71.12

Pay99

Employee Payroll Snapshot

McNamee, Kimberly K		CLS #10 - Classified Supplemental				Retirement and Benefits						
Employee	McNamee, Kimberly K	Pay Period		10, 04/01/16 - 04/30/16 on 05/10/16		Status		Future				
Address	710 English Street #B Petaluma, CA 94952	(Last Final Computed)		CLS#9 - Ending 03/31/16 on 04/08/16)		FTE		.00000				
Pay Check Site	362 - PETALUMA HIGH SCHOOL	Benefit FTE		.90625		SS#		###-##-6203				
Time Sheet Site		Empld		001996		Approved		Last Calc'd				
		Bargaining Unit		22		TLEHMANN, 4/11/16		8:46 am				
PERS RETIREMENT DETAIL		Service Period	Pay Cd	Pay Rate	Earnings	Overtime	Contributions Cd	Amount	Work Schd Code	M B R	Survivor Benefit	Employer Contributions
ADJUST (OTPERS) Overtime PERS		4 16	0 4	17.78	35.56		1	2.49	400	1		4.21
ADJUST (XTRAHIRE) Extra Hours		4 16	0 4	17.78	35.56		1	2.49	400	1		4.22
Retirement Total					71.12			4.98				8.43