

Payroll Stub Field Explanations

(A) This section contains district information and employee name, I.D. number and tax withholding status.

(B) **Earnings and Compensation:** This section contains the code for employee type (certificated, non-certificated) and pay basis (monthly, hourly, etc). This field also displays up to 44 lines of individual earnings detail with the last line used to summarize any overflow data. The field also contains the rate of pay, unit of pay and the extended amount.

(C) **Employee Pre-Tax Reductions:** All pre-tax withholding for the current period and year-to-date totals for those items. If a reduction is not used for the current period, the year-to-date amount will not display. In the case of multiple entries for the same element, the year-to-date will display the final total in each line.

(D) **Employee Deductions:** All employee tax and other miscellaneous deductions are contained in this field. Displays current and year-to-date for each line. Year-to-date will not display if there is no current period entry.

(E) **Employer Contributions:** Contains the current and year-to-date district-paid employer contributions to each tax and benefit category for the individual employee.

(F) **Bottom area contains several detail boxes:** **Leave Balances** is not currently in use. It will be researched at a later date as a possible future enhancement. Other boxes are the **Current & YTD Taxable Balances** (used to calculate the tax withholding for the period) and the **Current Pay Summary** (display of the summary totals used to arrive at the net payment).

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