

# New Payroll Warrant Guide

**Districts:** Arcohe, Elverta, Galt [K-8], Galt [9-12], Natomas, River Delta, Robla, Twin Rivers, Gateway Community Charters, SCOE

Page 1

Page 2

Page 3

Page 4

Page 5

Sacramento County Office of Education Revolving Fund				Statement of Earnings and Deductions							
District Name: SACRAMENTO COE Employee Name: JANE L DOE Vacation or NIC Balance: 11,112.00 H Sick Leave Balance: 11,820.38 H T/B Expires: 09/02/2099				District #99 Employee ID # 099999 Federal Exemptions: 00/M State Exemptions: 01/S		Pay Location: 0240 Check Number: 40078652 Check Date: 06/30/2009 Period Ending: 06/30/2009					
Employee Earnings Detail											
Pay Type	Unit	# Units	Rate	Earnings	Pay Type	Unit	# Units	Rate	Earnings		
NORMAL	Monthly	1.00	7,119.47	7,119.47							
PRIME	Monthly	1.00	641.95	641.95							
SICK LEAVE	Monthly	1.00	225.00	225.00							
									Total	7,986.42	
Deductions				Current	Year to Date	Employer Paid Detail					
Non-Taxable Deductions						Retirement (STRS)				658.88	4,899.78
Retirement (STRS)				658.92	4,751.32	Unemployment Insurance				22.04	153.06
Dental Plan OP				4.23	29.61	Worker's Compensation				185.08	1,288.85
PERS Health Benefits				560.87	3,923.99	Medicare				105.88	735.42
Health DEF				52.40	366.80	Standard Def				0.84	5.88
SIA/Dental Plan				52.34	366.36	Standard Insurance				9.20	64.40
SIA/Vision Plan				13.28	92.82	The Standard Disability Ins				23.17	162.19
Other Non-Taxable Deductions				1,356.21	9,486.47						
Total Non-Taxable Deductions				2,676.93	19,017.39						
Taxable Deductions											
Federal Tax				977.78	6,820.74	Total Employer Paid Benefits				1,005.09	7,305.28
State Tax				248.53	1,673.94	Total Employee Gross				7,986.42	55,507.41
Medicare				105.88	735.42	Total Compensation				8,991.51	62,813.69
Calif Teachers Assoc.				90.70	634.90						
Deferred Pay				312.20	2,177.24						
Total Taxable Deductions				1,735.09	12,042.24						
						Employee Gross Earnings				7,986.42	55,507.41
						Total Non-Taxable Deductions				2,676.93	19,017.39
						Taxable Gross Earnings				5,309.49	36,490.02
						Total Taxable Deductions				1,735.09	12,042.24
						NET PAY				3,574.40	24,447.78
This is test of the global message.											
Test message to be printed on pay warrants and stubs. Set up in District 99.											

Sacramento County Office of Education  
P.O. Box 269003  
Sacramento, CA 95826-9003

Wells Fargo Bank, N.A.  
115 Hospital Drive  
Van Wert, OH 45891

Warrant No.  
**SERIES 99 078652**  
Issue Date: 06/30/2009  
VOID 4 MONTHS FROM DATE DRAWN

WILL PAY \*\*\*\*\*THREE THOUSAND FIVE HUNDRED SEVENTY FOUR AND 40/100 DOLLARS\* Amount: \$\*\*\*\*\*3,574.40

TO THE JANE L DOE  
ORDER OF 6620 GARLAND CIR DRIVE,  
BEDROCK CA 95999



⑈0099078652⑈ ⑆04⑆203824⑆ 960006004⑆⑈

SACRAMENTO COE  
P O BOX 269003  
SACRAMENTO CA 95826-9003

LOCATION: 0240  
40078652

JANE L DOE  
6620 GARLAND CIR DRIVE  
BEDROCK CA 95999

# Demographics

1 → 2 →	<b>District Name:</b> SACRAMENTO COE <b>Employee Name:</b> JANE L DOE <b>Vacation or N/C Balance:</b> 11,112.00 H <b>Sick Leave Balance:</b> 11,820.38 H	<b>T/B Expires:</b> 09/02/2099	<b>District #99</b> <b>Employee ID #</b> 099999 <b>Federal Exemptions:</b> 00/M <b>State Exemptions:</b> 01/S	<b>Pay Location:</b> 0240 <b>Check Number:</b> 40078652 <b>Check Date:</b> 06/30/2009 <b>Period Ending:</b> 06/30/2009
	3 ↑		4 ↑	5 ↑

1. Vacation or N/C Balance: The balance of your vacation or non-contract as of the end of the prior month.
2. Sick Leave Balance: The balance of your sick leave retro-active to the end of the prior month.
3. T/B Expires: The date your Tuberculosis certification expires.
4. Federal and State Tax Exemptions: The number of exemptions you claimed on your W-4 and DE-4 and your filing status.
5. Check Date and Period Ending date: The check date is the date in which the warrant is approved for payment and the Period Ending date is the “date paid through.”



# Deductions

<b>Deductions</b>	<b>Current</b>	<b>Year to Date</b>
<b>Non-Taxable Deductions</b>		
Retirement (STRS)	838.92	4,751.32
Dental Plan OP	4.23	29.61
PERS Health Benefits	560.57	3,923.99
Health DEF	52.40	366.80
SIA/Dental Plan	52.34	366.38
SIA/Vision Plan	13.26	92.82
Other Non-Taxable Deductions	1,355.21	9,486.47
<b>Total Non-Taxable Deductions</b>	<b>2,676.93</b>	<b>19,017.39</b>
<b>Taxable Deductions</b>		
Federal Tax	977.78	6,820.74
State Tax	248.53	1,873.94
Medicare	105.88	735.42
Calif Teachers Assoc.	90.70	634.90
Deferred Pay	312.20	2,177.24
<b>Total Taxable Deductions</b>	<b>1,735.09</b>	<b>12,042.24</b>

1

2

3

4

1. Non-Taxable Deductions: Deductions that are subtracted before taxes are calculated.
2. Taxable Deductions: Deductions that are subtracted after taxes are calculated.
3. Current: The current pay-periods deductions.
4. Year to Date: Total of all deductions for the calendar year up through the current pay period.

## Employer Paid Benefits

<b>Employer Paid Detail</b>	<b>Current</b>	<b>Year to Date</b>
Retirement (STRS)	658.88	4,899.78
Unemployment Insurance	22.04	153.06
Worker's Compensation	185.08	1,285.55
Medicare	105.88	735.42
Standard Def	0.84	5.88
Standard Insurance	9.20	64.40
The Standard Disability Ins	23.17	162.19
<b>Total Employer Paid Benefits</b>	<b>1,005.09</b>	<b>7,306.28</b>
<b>Total Employee Gross</b>	<b>7,986.42</b>	<b>55,507.41</b>
<b>Total Compensation</b>	<b>8,991.51</b>	<b>62,813.69</b>

1. Employer Paid Detail: These are the benefits your employer pays on your behalf.
2. Total Employer Paid Benefits: The total of all employer paid benefits.
3. Total Employee Gross: This should equal item 6 on page 2 of this guide.
4. Total Compensation: This is your gross plus any employer paid benefits.
5. Current: The current pay-periods benefits.
6. Year to Date: Total of all employer paid benefits for the calendar year up through the current pay period.

# Net Pay & Employer Message

Employee Gross Earnings	7,986.42	55,507.41
Total Non-Taxable Deductions	2,878.93	19,017.39
Taxable Gross Earnings	5,309.49	36,490.02
Total Taxable Deductions	1,735.09	12,042.24
<b>NET PAY</b>	<b>3,574.40</b>	<b>24,447.78</b>
<b>This is test of the global message.</b>		
<b>Test message to be printed on pay warrants and stubs. Set up in District 99.</b>		

- 1 →
- 2 {

1. Net Pay: This is your total take home pay. It is “Employee Gross Earnings” minus “Total Non-Taxable Deductions” equals “Total Gross Earnings”. Then “Total Gross Earnings” minus “Total Taxable Deductions” equals “Net Pay.”
2. Employer Message: Look in this window for important messages from your employer.