## **Understanding Your Paycheck**

<u>Pay Group</u>: The Pay Group indicates the number of paid contract days and Pay Options for the employee ("Paid Over Contract", "Paid Over 26 paychecks").

**Employee Data**: Employee name and address as reflected in the HR/Payroll system.

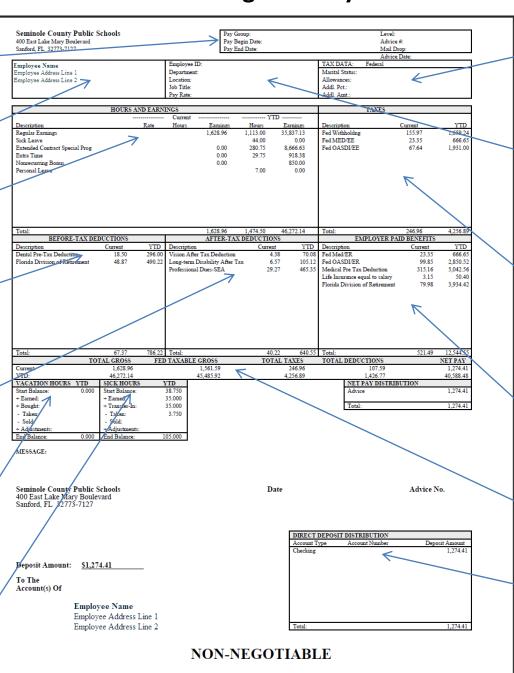
Hours & Earnings: This section reflects the type of Earnings paid and the Leave hours reported for the Current Pay Period and Calendar Year-To-Date.

Before-Tax Deductions: This section reflects employee paid deductions taken before taxes are calculated. Examples: Tax-Sheltered Annuity, Pre-Tax Insurance premiums, and Florida Retirement System (FRS)..

After-Tax Deductions: This section reflects employee paid Deductions taken after taxes are calculated. Examples: United Way, Foundation, Uniform Services, Computer Store, Union Dues, After Tax Insurance Premiums.

<u>Vacation Leave Hours</u>: If you are eligible for vacation leave, the hours earned, taken, and available balance information is listed in this section. Please note the hours reflected are Fiscal Year-To-Date hours. To view hours reported for the Current Pay Period, refer to the "Hours & Earnings" section.

<u>Sick Leave Hours</u>: If you are eligible for paid sick leave, the hours earned, taken, and available balance information is listed in this section. Please note the hours reflected are Fiscal Year-To-Date hours. To view hours reported for the Current Pay Period, refer to the "Hours & Earnings" section.



<u>Tax Data</u>: This section reflects the Marital status, Dependent, & Extra Withholding data as claimed on your W-4 form filed with the HR/Payroll department

Employee ID/General Job/Pay Rate

Data: Your Employee ID is your

unique identification number within

unique identification number within the HR/Payroll system. Please be sure to provide this number when making inquires to the HR/Payroll department.

Taxes: This section reflects the Tax deductions for the Current Pay period and Calendar Year-To-Date: "Fed Withholding" is your Federal Income Tax Withheld; "Fed MED/EE" is your Medicare Tax Withheld; "Fed OASDI/EE" is your Social Security Tax Withheld.

Employer Paid Benefits: This section reflects the Benefit contributions paid by the School Board on your behalf: Employer matching Social Security and Medicare tax and Florida Retirement System. Totals are reflected for both the current pay period and Calendar Year-To-Date.

Earning Summary: This section summarized the Gross Wages, Taxes, Deductions, and Net pay for the current pay period and Calendar Year-To-Date.

Net Pay Distribution: This section reflects how the net pay for the pay period was distributed:
For Non-Direct Deposit participants, the Check number & net pay will be listed.
For Direct Deposit participants, an Advice number & net pay will be listed.