

SAMPLE - See notes next page

Butte County Office of Education  
 1859 Bird Street  
 Oroville, CA 95965

Check Status is Printed

ADVISE NO: ACH  
 ISSUE DATE: 01/12/2018

2

| AMOUNT     |
|------------|
| \$1,419.90 |

001 - MAIL

TO 1

3

| BANK             | ACCOUNT NUMBER | AMOUNT   |
|------------------|----------------|----------|
| WELLS FARGO BANK |                | 1,419.90 |

4 Butte County Office of Education - 001

ADVISE NO: ACH-xxxxxx

Pay Period 12/01/2017 through 12/31/2017 ISSUED 01/12/2018

| 5 EMPLOYEE NAME                     |          | 6 EMPLOYEE ID            | 7 SALARY PLACEMENT | PAY SITE  | TB Expires                         |
|-------------------------------------|----------|--------------------------|--------------------|---|------------------------------------|
|                                     |          |                          |                    | Mail  | 03/06/2019 8                       |
| 9 PAY DETAIL                        | 10 UNITS | 11 RATE                  | 12 EARNINGS        | Employee Deductions 13 CURRENT                              | Cal-YTD                            |
| Overtime                            |          | 57.43                    | 1,608.04           | *STRS<br>State Income Tax<br>Federal Income Tax<br>Medicare | 164.82<br>23.32<br>164.82<br>23.32 |
|                                     |          |                          |                    | TOTAL DEDUCTIONS  | 188.14 188.14                      |
| 14 CURRENT WAGES                    |          | 15 TAXABLE GROSS SUMMARY |                    | Employer Contributions 16 CURRENT                           | Cal-YTD                            |
| GROSS PAY:                          | 1,608.04 | FIT                      | Current 1,443.22   | Cal - Year to Date 1,443.22                                 | STRS 232.04 232.04                 |
| DEDUCTIONS:                         | 188.14   | SIT                      | 1,443.22           | 1,443.22  | Medicare 23.32 23.32               |
| NET PAY:                            | 1,419.90 | OASDI                    |                    |   | State Unemploy Ins .80 .80         |
| Cal-YTD Gross:                      | 1,608.04 | MEDI                     | 1,608.04           | 1,608.04  | SUI Local 2.41 2.41                |
|                                     |          |                          |                    |   | Worker's Comp 33.74 33.74          |
| 17 LEAVE BALANCES                   |          |                          | TAX INFORMATION 18 |   |                                    |
| Leave Balances are as of 12/01/2017 |          |                          | FEDERAL:           |   |                                    |
| Sick Leave                          |          |                          | [M 4]              |   |                                    |
| Bal Fwd:                            | 27.95    |                          |                    | STATE:  |                                    |
| Earned:                             | 0.93     |                          |                    | [M 4: 0]  |                                    |
| Use/Adj:                            |          |                          |                    |   |                                    |
| Ending:                             | 28.88    |                          |                    |   |                                    |
| 19 IMPORTANT MESSAGES               |          |                          |                    |   |                                    |
|                                     |          |                          |                    | TOTAL CONTRIBUTIONS   | 292.31 292.31                      |

\* Reduces Taxable Gross

\*\* Fiscal YTD Total



## HOW TO READ YOUR CHECK STUB

1. Your Name and Address will appear here. If incorrect, contact HR.
2. Amount of your net check.
3. This area will show the name(s) of the institutions where you have deposits being made and the last digits of the account numbers as well as the amount
4. The pay period and date of pay day will be reflected here
5. Your name
6. Your employee ID number. Note: Your employee ID is the last five digits of the number you previously had with a lead in "0." Example: if your number was 01912345, your Employee ID will show as 012345.
7. Salary Placement will reflect your salary schedule, range and step.
8. This is the date our records indicate your current TB will expire. Please contact HR if you do not believe this date is accurate.
9. Pay Detail will reflect all the types of pay being received that are contributing to the gross pay for this pay period (e.g., regular pay, overtime, longevity, professional growth, extra duty, medical rebates)
10. The number of units can reflect the number of hours, or may show as a factor of 1 for lump sum amounts.
11. Rate is the dollar amount being multiplied by the units.
12. Earnings equal 10 X 11.
13. Employee Deductions will show all the deductions/reductions that result in your net pay. An asterisk means this is a pre-tax reduction. Current and Year-to-Date amounts are reflected.
14. Current wages reflects:
  - a. Current gross (The total from Pay Detail - #12)
  - b. Deductions (The total of all Employee Deductions - #13)
  - c. NET Pay (Gross minus Deductions)
  - d. Year-to-Date gross (will increase with each payday)
15. Taxable Gross Summary – This is the amount taxed in each category AFTER the pre-tax reductions are made as applicable. (NOTE: Medicare is taxed on the gross – not the reduced gross). Calendar Year-to-Date amounts are also reflected.
16. Employer Contributions – reflects the amounts BCOE is contributing on your behalf. Calendar Year-to-Date contributions are also reflected.
17. Leave Balances: Leave balance will be reflected, but will be a month behind actuals do to reporting schedule. PLEASE NOTE: At this time, leave balances may not be correct. These amounts are still being entered and verified. Contact HR or PY to confirm your balances prior to use.
18. Tax Information: reflects what you have requested for your Federal State withholding
19. Important Messages: We will have the ability to send BCOE-wide messages on your check stub.