Welcome Back to the 2014/2015 School Year

In January we will be sending out a salary and benefits snapshot that will include wages and benefits for the previous calendar year. That letter will correlate your wages to your W-2 form which will be sent to you at the same time. If you need to change your withholding allowances please complete a W-4 form for Federal Tax and/or a DE-4 form for State Tax withholding and send it to Payroll Site 07. Forms are available on the District website and at your school site.

Our third party administrator Schools First Federal Credit Union wants to remind you that 403b and 457 pretax retirement savings accounts are available to all employees. Please contact Schools First for forms and available vendors.

Please use your Employee ID number on all payroll timesheets and forms. This will help Payroll to identify the correct employee to be paid and protect your personal information. A list of sick leave and vacation balances are sent to your site each month. Please contact your site administrative assistant for current balances.

Direct Deposit is available for ALL employees. If you use Schools First Federal Credit Union, your funds will be deposited the day before payday. If you currently have your paycheck directly deposited into your bank account, you will view and print your own check stubs. The Employee Information System (E.I.S.) <https://employee.ocde.us> provides a secure access to your information. You will need to use your Employee ID number to access this website and you must register the first time you go into the new website even if you had registered on the old website.

Section 125 Open Enrollment – Unreimbursed Medical and Dependent Day Deductions must be renewed each year per IRS regulations to continue your deductions with American Fidelity Assurance Company. Julie Anderson is the agent you will need to contact at 866-523-1857 ex 415.

CalSTRS News: California Assembly Bill 1469 was signed into law as part of the 2014-15 State Budget and has an immediate effect on CalSTRS contributions made by school districts and individual employees. AUHSD certificated employees will see this change on their first pay warrant for the 2014-15 school year. The law was enacted to address a $73.7 billion shortfall in the CalSTRS retirement plan, fully funding it in thirty-two years. For 2013-14, CalSTRS was funded by contributions for each plan participant of 3.041% from the State, 8.25% from school districts, and 8% from individual employees. These contribution rates will increase in a plan for solvency that distributes responsibility for increased funding between stakeholders. While a commitment to the on-going solvency of CalSTRS is good news, school districts, the State, and individual employees will see increased contributions to CalSTRS as a result. For all certificated employees, the individual CalSTRS contribution of 8% of monthly salary will increase to 8.15% for 2014-15.AUHSD’s contribution to CalSTRS on your behalf will increase from 8.25% to 8.88% for 2014-15.The District’s contribution will rise annually until July 1, 2020, capping at 19.1%.  
For more information on the CalSTRS 2014 Funding Plan, click on the following link. Some of the other provisions in the bill require clarification from the State and we will pass that along to you when we receive it. <http://www.calstrs.com/calstrs-2014-funding-plan>

If you have any payroll questions, please call the payroll department. Our office hours are from 7:00 am to 4:00 pm, Monday thru Friday.

Thank you,

Erin Baker Payroll Supervisor (714) 999-5693

Certificated Payroll

Phyllis Ticer Senior Payroll Technician (714) 999-3592

Pam Weiland Payroll Technician (714) 999-3594

Classified Payroll

Linda Cates Senior Payroll Technician (714) 999-3593

Bobbie Wragg Senior Payroll Technician (714) 999-5694

Verifications and EIS Information

Tammy Mace Payroll Technician (714) 999 5660

