Leave of Absence

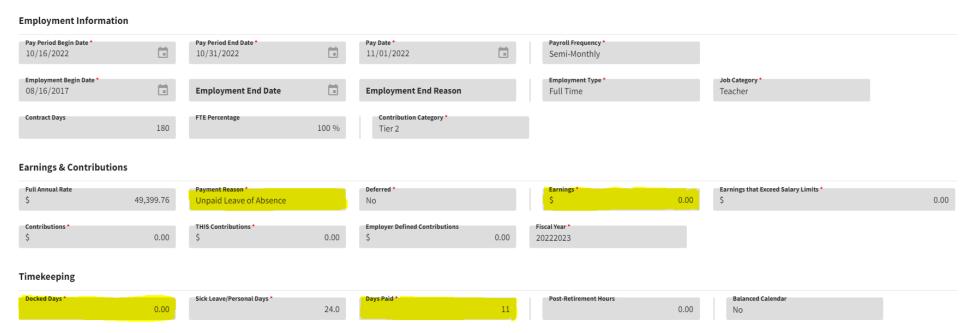


Examples



Example 1

- Member is on a board approved leave of absence the entire pay period and is unpaid.
 - One LA record
 - \$0 Earnings
 - 11 Days Paid (entire pay period)
- The member will have one LA record on the Details/Adjustments page.



Example 2

- Member is on a board approved leave of absence the entire pay period and the district is spreading out the earnings over the leave period.
 - One BS record
 - Earnings \$274.47
 - 0 Dock Days and 0 Days Paid
 - One LA record
 - \$0 Earnings
 - 0 Dock Days and 11 Days Paid
- The member will have two records on the Details/Adjustments Page.

Pay Period Begin Date V	Pay Period End Date	Payment Reason ^	Earnings	Contributions	THIS Contributions	Days Paid
10/16/2022	10/31/2022	BS	274.47	24.70	2.47	00
10/16/2022	10/31/2022	LA	0.00	0.00	0.00	11

Example 2 cont.

Base Salary Record

Employment Information Pay Period Begin Date * Pay Period End Date* Pay Date * Payroll Frequency 10/16/2022 10/31/2022 11/01/2022 Semi-Monthly Employment Begin Date * Employment Type * Job Category * 08/16/2017 **Employment End Date Employment End Reason** Full Time Teacher Contribution Category * Contract Days 180 100 % Tier 2 **Earnings & Contributions** Full Annual Rate Deferred * Earnings that Exceed Salary Limits 49,399.76 0.00 Base Salary No Contributions * **Employer Defined Contributions** 24.70 2.47 0.00 20222023 Timekeeping Sick Leave/Personal Days * Balanced Calendar Post-Retirement Hours 0.00 24.0 0.00

Example 2 cont.

Leave of Absence Record

Employment Information Pay Period Begin Date * Pay Period End Date * Pay Date * Payroll Frequency * 10/16/2022 10/31/2022 11/01/2022 Semi-Monthly Employment Begin Date * Employment Type * Job Category * 08/16/2017 **Employment End Date Employment End Reason** Full Time Teacher Contract Days FTE Percentage Contribution Category 180 100 % **Earnings & Contributions** Full Annual Rate Payment Reason * Deferred * Earnings that Exceed Salary Limits * 49,399.76 Unpaid Leave of Absence No 0.00 0.00 Contributions * THIS Contributions * **Employer Defined Contributions** 0.00 0.00 0.00 20222023 Timekeeping Days Paid * Docked Days* Sick Leave/Personal Days * Post-Retirement Hours **Balanced Calendar** 0.00 24.0 0.00

Example 3

- Member is on a board approved leave of absence for part of the pay period. There are 11 days in the pay period and the member is being paid for 7 days and 4 days are unpaid leave.
 - One BS record
 - Earnings \$2,319.52
 - 0 Dock Days and 7 Days Paid
 - One LA record
 - \$0 Earnings
 - o 0 Dock Days and 4 Days Paid
- The member will have two records on the Details/Adjustments Page.

Pay Period Begin Date 🗸	Pay Period End Date	Payment Reason ^	Earnings	Contributions	THIS Contributions	Days Paid
10/16/2022	10/31/2022	BS	2,319.52	208.76	20.88	07
10/16/2022	10/31/2022	LA	0.00	0.00	0.00	04

Example 3 cont.

Base Salary Record

Employment Information

Pay Period Begin Date * Pay Period End Date * Pay Date * Payroll Frequency * 11/10/2022 10/16/2022 10/31/2022 Semi-Monthly Employment Begin Date * Employment Type * Job Category * **Employment End Date Employment End Reason** 08/11/2021 Full Time Teacher **Contract Days** FTE Percentage Contribution Category * 180 100 % Tier 2 **Earnings & Contributions** Full Annual Rate Earnings that Exceed Salary Limits * Payment Reason Deferred * 63,461.53 Base Salary No 2,319.52 0.00 Contributions * THIS Contributions * **Employer Defined Contributions** 208.76 20.88 0.00 20222023 Timekeeping Sick Leave/Personal Days * Post-Retirement Hours **Balanced Calendar** 0.00 0.0 0.00 No

Example 3 cont.

Leave of Absence Record

Employment Information

Pay Period Begin Date Pay Period End Date * Pay Date * Payroll Frequency * 10/16/2022 10/31/2022 11/10/2022 Semi-Monthly Employment Begin Date * Employment Type * Job Category * 08/11/2021 **Employment End Date Employment End Reason** Full Time Teacher **Contract Days** FTE Percentage Contribution Category * 180 100 % Tier 2 **Earnings & Contributions** Full Annual Rate Deferred 1 Earnings that Exceed Salary Limits 0.00 63,461.53 Unpaid Leave of Absence No 0.00 Contributions * THIS Contributions * Fiscal Year 0.00 0.00 \$ Employer Defined Contributions 20222023 Timekeeping Docked Days Sick Leave/Personal Days * Post-Retirement Hours Balanced Calendar 0.00 0.0 0.00