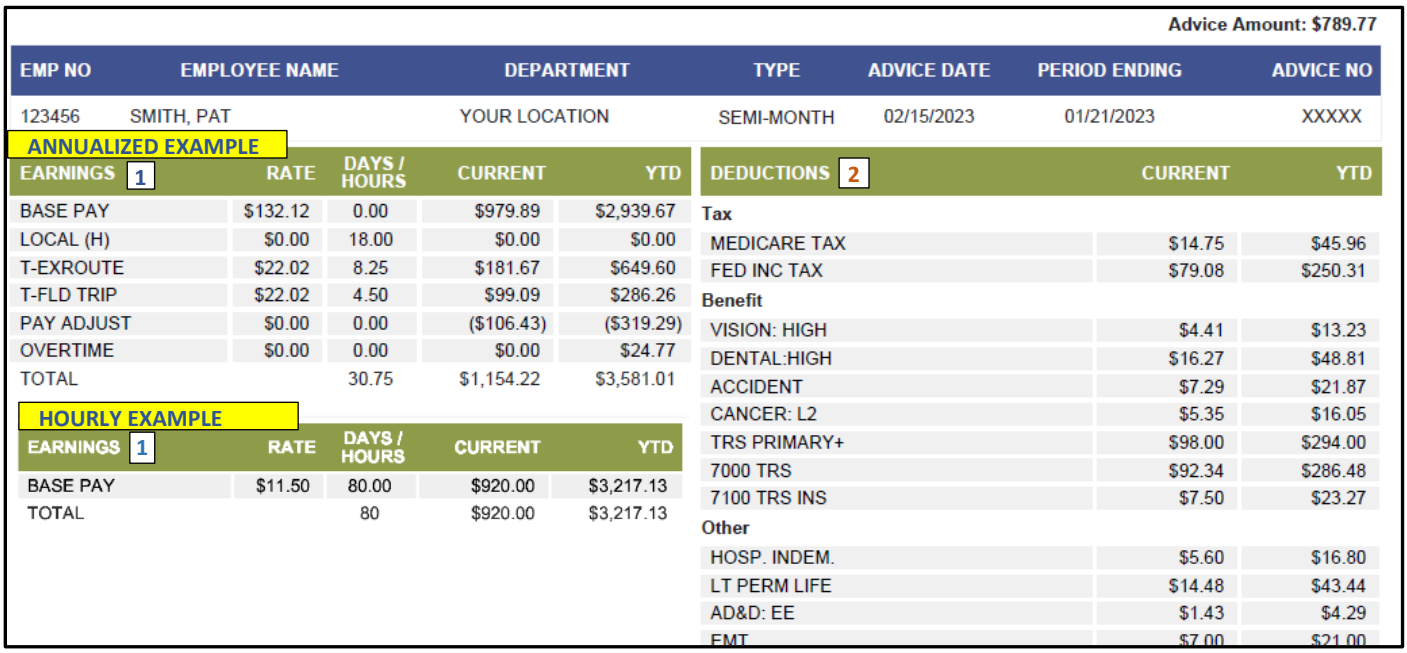
PEARLAND INDEPENDENT SCHOOL DISTRICT
HOW TO READ YOUR PAYCHECK



Advice Amount: $789.77

EMP NO	EMPLOYEE NAME	DEPARTMENT	TYPE	ADVICE DATE	PERIOD ENDING	ADVICE NO
123456	SMITH, PAT	YOUR LOCATION	SEMI-MONTH	02/15/2023	01/21/2023	XXXXX

ANNUALIZED EXAMPLE

EARNINGS 1	RATE	DAYS / HOURS	CURRENT	YTD
BASE PAY	$132.12	0.00	$979.89	$2,939.67
LOCAL (H)	$0.00	18.00	$0.00	$0.00
T-EXROUTE	$22.02	8.25	$181.67	$649.60
T-FLD TRIP	$22.02	4.50	$99.09	$286.26
PAY ADJUST	$0.00	0.00	($106.43)	($319.29)
OVERTIME	$0.00	0.00	$0.00	$24.77
TOTAL		30.75	$1,154.22	$3,581.01

HOURLY EXAMPLE

EARNINGS 1	RATE	DAYS / HOURS	CURRENT	YTD
BASE PAY	$11.50	80.00	$920.00	$3,217.13
TOTAL		80	$920.00	$3,217.13

DEDUCTIONS 2	CURRENT	YTD
Tax		
MEDICARE TAX	$14.75	$45.96
FED INC TAX	$79.08	$250.31
Benefit		
VISION: HIGH	$4.41	$13.23
DENTAL:HIGH	$16.27	$48.81
ACCIDENT	$7.29	$21.87
CANCER: L2	$5.35	$16.05
TRS PRIMARY+	$98.00	$294.00
7000 TRS	$92.34	$286.48
7100 TRS INS	$7.50	$23.27
Other		
HOSP. INDEM.	$5.60	$16.80
LT PERM LIFE	$14.48	$43.44
AD&D: EE	$1.43	$4.29
EMT	$7.00	$21.00

1. EARNINGS COLUMNS

Annualized pay: Employees who receive annualized pay are professionals, teachers, aides, paraprofessionals, bus drivers, café workers, and other less than 12-month employees.
Hourly pay: Employees who receive hourly pay are custodians, maintenance workers, student workers, athletic workers, temporary workers, etc.

a) **EARNINGS** – This column describes the pay type or leave used.

b) **RATE** – Daily or hourly rate
- *Annualized pay*: Base pay and stipend rows list daily rate.
- *Hourly pay*: Base pay row list hourly rate.
- *Extra duty*: Rows list hourly rate.

c) **HOURS/DAYS** – Days or Hours worked in pay period
- *Annualized pay*: Base pay and stipend rows list zero hours/days since each check is not predicated on a set number of hours/days.
- *Hourly pay*: Base pay row lists number of hours paid in the pay period.
- *Extra duty pay*: Rows list hours in pay period.

d) **CURRENT** – Amount for the current pay period
- *Annualized pay*: Annual salary divided by 24 checks (25 checks for new 10 month employees who start at the beginning of the year) for Base Pay and stipend rows since pay is not predicated on a set number of hours/days.
- *Hourly pay*: Base pay row lists total pay for pay period (Hours x Rate).
- *Extra duty pay*: Rows list total pay for pay period (Hours x Rate).

e) **YTD** – This is your calendar year to date amount paid (January 1 – December 31).

2. DEDUCTIONS SECTIONS

Deductions Column describes the deduction from pay.
Current column contains the amount for this pay advice.
YTD column contains the amount for the calendar year.

a) **TAX** – Mandatory Deductions*:
- MEDI – Medicare tax – currently 1.45%
- FED INC TAX – Federal Income Tax

b) **BENEFIT –** Pre-Tax Deductions
- Mandatory Retirement Deductions
  - 7000 TRS – Teacher Retirement – 8.0% Effective 9/1/2023 – 8.25%
  - 7100 TRS INS – TRS Care – currently .65%
- Optional Pre-Tax Benefits

c) **OTHER** – Optional After-Tax benefits and Pre-Tax 457b and Annuity deductions

Employees with more deductions than will fit on the check advice should refer to Employee Self Service for detail.

**Pearland ISD does not pay into Social Security*

7-10-2023

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LEAVE 3	BEGINNING	EARNED	USED	BALANCE	YTD EARNED	YTD USED
STATE LV	0.0000	0.0000	0.0000	18.0000	18.0000	0.0000
LOCAL LV	0.0000	0.0000	18.0000	0.0000	18.0000	18.0000
COMP REG	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000

4 WITHHOLDING ALLOWANCES			
	FILING STATUS	EXEMPTIONS	EXTRA AMOUNT
Federal	S	1	$25.00
State		0	$0.00

3 ADVICE TOTALS		
TYPE	CURRENT	YTD
Taxable Pay	$924.96	$2,883.77
Gross Pay	$1,154.22	$3,581.01
Deductions	$364.45	$1,118.36
Net Pay	$789.77	$2,462.65

3. LEAVE SECTION

Rows contain data for designated leave types.

a) LEAVE Column describes type of leave
b) BEGINNING Column is not used
c) EARNED Column displays the annual allocation during the pay period in which it is allocated. After that time, this column contains zeros.
d) USED Column contains hours/days used during the current pay period.
e) BALANCE Column is the amount of time on hand after Used is deducted.
f) YTD EARNED is amount of time allocated for the school year.
g) USED YTD is the total amount of time used this school year.

4. WITHHOLDING ALLOWANCES

Rows contain description for Federal tax. Texas does not have a state tax, so row reflects $0

a) Filing Status is what you elect in Step 1c on Form W-4.
b) Extra Amount is optional amount you want withheld entered in Step 4c on Form W-4.

5. ADVICE TOTALS

TYPE column defines the pay. CURRENT column contains the amount for the current pay advice. YTD column contains the amount for the calendar year.

Types defined:

a) Taxable Pay is gross pay minus any pre-tax deductions.
b) Gross Pay is total amount of income paid.
c) Deductions are mandatory taxes and retirement contributions, and voluntary benefit elections withdrawn from your gross pay.
d) Net Pay is the amount of income you take home after all deductions have been applied.