



# Payroll Bulletin

November 2025

The latest news, views, and announcements

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## Payroll Holiday Schedule

**Timecard hours** – Approved timecard hours will follow the normal pay schedule.

**MultiPay Uploaders** – Due to the upcoming holiday schedule, **it is necessary to shift the pay schedule for the weeks highlighted below**. Pay reported via a MultiPay Uploader include items such as IA Teaching Subsidy, Teacher Planning Period Coverage, Workshops, etc.

**Absence and Timecard Approval** – Deadlines for absence and timecard approvals are noted below. Please be sure to always approve absences prior to timecards so that any overtime calculates correctly. Due to the tight schedule, we cannot allow any extensions.

Reporting Period	Absence & Timecard Approval deadline	Normal Payday	Uploaders' Revised Payday	
11/09/25-11/15/25	11/17/25 12 noon	12/05/25	12/05/25	
11/16/25-11/22/25	11/24/25 12 noon	12/05/25	12/19/25	Uploaders paid following payday
11/23/25-11/29/25	12/01/25 12 noon	12/19/25	12/19/25	Thanksgiving break
12/30/25-12/06/25	12/08/25 12 noon	12/19/25	12/19/25	
12/07/24-12/13/25	12/15/25 12 noon	01/02/26	01/02/26	
12/14/25-12/20/25	12/22/25 10 AM	01/02/26	01/16/26	Uploaders paid following payday
12/21/25-12/27/25	12/29/25 12 noon	01/16/26	01/16/26	winter break
12/28/25-01/03/26	01/05/26 12 noon	01/16/26	01/16/26	winter break

## 2026 TSA Updates

SECURE Act 2.0 introduces changes for Roth contributions starting in 2026.

<https://www.irs.gov/newsroom/treasury-irs-issue-final-regulations-on-new-roth-catch-up-rule-other-secure-2point0-act-provisions>

### ***What you need to know***

The Roth catch-up rule takes effect for plan years beginning on and after January 1, 2026. Participants cannot make catch-up contributions if they earned more than \$145,000 (as indexed) in FICA wages in the prior year unless those contributions are made as Roth contributions.

### **Aggregation of FICA Wages Towards the Threshold**

For purposes of determining whether you are subject to the mandatory Roth catch-up rule, the final regulations clarify that prior year Social Security wages (reported in Box 5 of Form W-2) are counted toward the \$145,000 threshold.

All three plans will offer the age based Catch-up but for those who meet the FICA limits, any catch-up will be made to the after-tax Roth Account.

**Tax Sheltered Annuities** – Empower 403(b) and Corebridge Financial 457(b) and TIAA 457(b)

<b>Annuity Category</b>	<b>Empower 403(b) Plan</b>	<b>Corebridge Financial and/or TIAA 457(b) Plans</b>
2026- Normal Annual Limit	\$24,500	\$24,500
2026- Age 50 Catch-Up	\$8,000	\$8,000
2026 Age 60-63 Catch-up <i>(403)b only</i>	\$11,250	
Total Annual Limit	\$32,500/\$35,750	\$32,500

All employees may contribute to one or both 403(b) and 457 (b) plans. The total maximum contribution is \$49,000 for normal annual limits (\$24,500 each plan). If you meet the criteria and can elect the “Catch-Up” option, you may contribute a total of \$63,000 (\$24,500 + \$8,000 = \$32,500 for each plan).

**“Catch-Up”** – per IRS regulations, employees turning age 50 in 2026 or those already age 50 and over, may elect to defer an additional amount up to \$8,000 to your 403(b) and 457(b) plans. **To update your contribution and/or catch-up election to the maximum contribution limit for the calendar year 2026, follow the procedures listed below.**

For Empower/Prudential accounts, you must elect your contribution amount online at [empowermyretirement.com/choose](http://empowermyretirement.com/choose) *I do not have a PIN* tab/follow prompts to create username and password no later than December 15, to meet the deadline for the first payroll in 2026.

For Corebridge Financial/Valic and TIAA accounts, you must complete a 2026 TSA Add/Change Form located in the forms drive. Submit this form to Benefits no later than December 15, 2025 to make a change effective with your first check in January 2026.



## Year-End Checklist

Review all personal information in Oracle Self Service to ensure all information is correct. Make corrections as needed.

- Name
- Home Address
- Social Security Number – found in Personal Details National Identifier area.

## Notice of Earned Income Tax Credit (EITC)

To claim the federal Earned Income Tax Credit (EITC), you must have what qualifies as earned income and meet certain adjusted gross income (AGI) and credit limits for the current, previous and upcoming tax years. Earned income includes all the taxable income and wages you get from working for someone else, yourself or from a business or farm you own.

Find the maximum AGI, investment income and credit amounts for tax year 2025.

<b>Children or relatives claimed</b>	<b>Filing as single, head of household, married filing separately or widowed</b>	<b>Filing as married filing jointly</b>
<b>Zero</b>	\$19,104	\$26,214
<b>One</b>	\$50,434	\$57,554
<b>Two</b>	\$57,310	\$64,430
<b>Three</b>	\$61,555	\$68,675

**Investment income limit:** \$11,950 or less

### **Maximum credit amounts**

The maximum amount of credit:

- No qualifying children: \$649
- 1 qualifying child: \$4,328
- 2 qualifying children: \$7,152
- 3 or more qualifying children: \$8,046

For information for Maryland returns, please visit [www.MarylandTaxes.gov/EarnedIt](http://www.MarylandTaxes.gov/EarnedIt).