

Welcome to Employee Access!

Employee Access is our new Employee Self Service application that provides a more user-friendly interface and increased security to protect you, our employees. Employee Access is taking the place of our Employee Self Service, web portal.

Access for the first time or later:

LNMUUSD Employees <https://lnmuusdvt.employeeaccess.tylerapp.com/main>

LNSU Employees <https://lamoillenorthsupunionvt.employeeaccess.tylerapp.com/main>

CES Employees <https://cambridgeesvt.employeeaccess.tylerapp.com/main>

You will be required to enter your username into OKTA, a multi factor authentication identity app. **Your Username will be your work email address.** If you are not already logged into your google email, you may need to enter your email password as well.

Employee Access – Home

My Dashboard provides at-a-glance information including District Announcements and links to important Resources.

The screenshot shows the Employee Access dashboard for user Lynda Brochu (ID 05845). The interface includes a left sidebar with navigation links: Home, Profile, My time, My pay, and My tasks. The main content area features a large banner with the text "Welcome back Lynda Brochu". Below the banner, there is a "Latest paycheck" card showing the date 04/15/2022, "Take home pay", and "Total pay", with a "View all checks" link. At the bottom, there are sections for "Announcements" (with a speaker icon and the text "You're all caught up on announcements") and "Resources" (with a dropdown menu showing "2022 Tax documents").

My Information > Profile

Employee Profile allows you to view the contact information on file with the District. If applicable, you may also edit your information from here. Additional tabs allow you to add and maintain Emergency Contact Information, Dependents, and view Education and Certification information.

Lynda Brochu

[REDACTED] Irasburg VT
05845

Home

My information

Profile

My time

My pay

My tasks

Profile

Emergency contactsDependentsAchievements

My info

L

Personal information

NameLynda N BrochuEmployee numberBR[REDACTED]

Contact information

Mailing Address
[REDACTED]
Irasburg, VT 05845

Work Email
lbrochu@lnsd.org

Personal Email (primary)
[REDACTED]

Work Phone
(802) 851-1163

Cell Phone
(802) [REDACTED]

+ Add address

+ Add email

+ Add phone

My Pay > Pay & Tax Information

Pay & Tax provides a visual representation of your paycheck with drill in functionality for more information. You may also access the Paycheck Simulator and PDF copies of pay stubs from here.

Pay & Tax is also where you may view your direct deposit information on file and edit if applicable, view and update W4 information, access W2 documentation, and view your job information.

Additional tables also provide access to calendar Year To Date pay information as well as Compensation Statements.

Employee Access

Lynda Brochu

My information

My time

My pay

Pay & tax information

My tasks

Pay & tax information

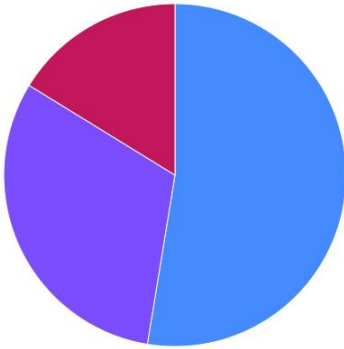
OverviewYear-to-date payCompensation statement

Recent paychecks

Take home pay

Deduction

Tax



Paycheck4/15/22

April 15, 2022

Total pay

Deduction

Tax

Take home pay

Paycheck history

Simulate paycheck

View paycheck

Direct deposit

Current jobs

My Tasks

Tasks & Documents provides access to approving Contracts or other tasks. Teacher and Support Staff contracts, when up for renewal will be under My Tasks and if there are pending tasks, you will see a highlighted number.

Employee Access

Lynda Brochu

05845

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Employee Access

My information

My time

My pay

My tasks

1

My tasks

Tasks Documents Forms

Tasks

Title	Date updated ↑	Status
DO NOT USE--For Training Only	04/12/2022	Pending action

For more information, visit www.tylertech.com

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My Time > Time Off History

This menu allows you to view summary and detailed transactions. You may need to toggle this button, in the upper right hand corner to view a summary and history.

☒ Show accruals breakdown

Employee Access

Lynda Brochu

My information

My time

Time off history

My pay

Pay & tax information

My tasks

Time off history

Type	Available	Available Today	Start of Year Balance	Earned this Year	Taken this Year
Bereavement hours	0.00 as of 07/16/2007	0.00	0.00	0.00	0.00
Emergency Leave (appvd by Superintendent) hours	0.00 as of 07/16/2007	0.00	0.00	0.00	0.00
FFCRA - Salaried Employee Hours - step 2 hours	0.00 as of 07/16/2007	0.00	0.00	0.00	0.00
Jury Duty hours	0.00 as of 07/16/2007	0.00	0.00	0.00	0.00
Medical 150 max hours	0.00 as of 07/16/2007	902.055	836.555	120.00	54.50
Military Service hours	0.00 as of 07/16/2007	0.00	0.00	0.00	0.00
No Pay hours	0.00 as of 07/16/2007	0.00	0.00	0.00	0.00
Personal hours	0.00 as of 07/16/2007	3.00	0.00	24.00	21.00
Professional Development hours	0.00 as of 07/16/2007	0.00	0.00	0.00	0.00
Vacation Exempt Non-Rep and GF non-rep hours	0.00 as of 07/16/2007	33.00	0.00	160.00	127.00

2022 history

Accrual Type ↓	Transaction Type	Date(s)	Amount
Medical 150 max	Used	12/07/2021, 12/07/2021	1.00 hour
Medical 150 max	Used	04/04/2022, 04/04/2022	4.00 hours

Year
2022