



District Business & Advisory Services

Judy Kershaw, Director - DBAS: 408-453-6599

Bulletin: 17-010

Date: November 14, 2016

To: District Chief Business Officers
District Fiscal Directors
Payroll and Human Resource Managers

From: Nghia Do, Advisor

Re: Reporting Special Compensation for California Public Employees' Retirement Systems
(CalPERS) Members

The purpose of this bulletin is to notify Districts about the change in reporting special compensation for CalPERS members.

Starting December 3, 2016 (the November End of Month payroll) CalPERS will enforce the reporting of special compensation category and type for all Classic and Public Employee Pension Reform Act (PEPRA) members. School Districts are required to identify the category and type of any special compensation or payments made in addition to base pay.

To comply with this CalPERS requirement, the Santa Clara County Office of Education's payroll and financial system (QSS/QCC) has been enhanced to add the list of special compensation categories and types (see attachment #1) to the field 'PSCT' in QCC Pay Lines (PR) screen. For each pay type currently coded with AC-P-C: [08-1-6](#), [08-4-6](#), [08-8-6](#), Districts are required to assign the special compensation category and type from the drop-down menu in the PR screen field 'PSCT' (see attachment #2).

For members with the pay types LOGN and DEGN, Technology Service Branch (TSB) will perform a mass-update to the payroll file to reflect the correct category and type. No action is required for these two pay types.

For all other pay types, please complete the updates to the PR screen by **Monday November 21, 2016 at 5:00 PM**. If you have any questions, please don't hesitate to contact your DBAS service team.

Please distribute this information within your District as deemed appropriate.

Santa Clara County Office of Education - District Business and Advisory Services

PERS Special Compensation Categories and Types Reportable for CLASSIC MEMBER ONLY	PERS Special Compensation Categories and Types Reportable for PEPRA MEMBER ONLY
Incentive Pay	Incentive Pay
Bonus	Bonus
Longevity Pay	Longevity Pay
Off-Salary-Schedule Pay	Off-Salary-Schedule Pay
Value of Employer Paid Member Contributions (EPMC)	Value of Employer Paid Member Contributions (EPMC)
Educational Pay	Educational Pay
Educational Incentive	Educational Incentive
Undergraduate/Graduate/Doctoral Credit	Undergraduate/Graduate/Doctoral Credit
Premium Pay	Premium Pay
Temporary Upgrade Pay (Out of Class)	Temporary Upgrade Pay (Out of Class)
Special Assignment Pay	Special Assignment Pay
Bilingual Premium	Bilingual Premium
Confidential Premium	Confidential Premium
Lead Worker/Supervisor Premium	Lead Worker/Supervisor Premium
Paramedic Coordinator Premium	Paramedic Coordinator Premium
School Yard Premium	School Yard Premium
Severely Disabled Premium	Severely Disabled Premium
Shift Differential	Shift Differential
Training Premium	Training Premium
Statutory Items	Statutory Items
Holiday Pay	Holiday Pay
Uniform Allowance	Uniform Allowance

ATTACHMENT #2

1/1-NML 2/2-OT 3/3-HR 4/4-VAC **5/5-SPC ***

Placement: [] FTE: 1.0000 / [] M Adj: [] 0.00 Hr Rt: 1.45 Base Pay: 0.00 Base Ret: 5,047.55 O: [] Mo/Yr: 12.00 Da/Yr: 261.00 Hr/Day: 8.00 Work Cal: 2261- [] BU: [] Class Link: []

Pos Code: 004652 Job Code: 253053 Work Loc: 5000

Bonus 1	Bonus 2	Bonus 3	Bonus 4	Bonus 5	Bonus 6	Bonus 7	Bonus 8	Bonus 9	Bonus 10	Total	Pct
BI/BIL	[]	[]	[]	[]	[]	[]	[]	[]	[]	1	0.00
Pay:	252.38									252.38	0.00
Ret:	0.00									0.00	0.00

D: [] Rate: 252.38 Units: 1.00 RT: L S: P Ex-Gross: 252.38 **Pay Type: SPC** St-Ded: TFSP SP: [] EP: [] Ret. Base: 5,047.55 **AC: 08 P: 1 C: 6** WSC: [] **PSCT: BILINGUAL PREM**

Adjustment > [] 0.00 0.00 [] [] Ex-Gross: 0.00 SPC [] [] Ret. Base: 0.00 08 1 6 []

Name: [] Pay Schd: EOMREG HR/DAY: 0.00 S: 1 B: [] Start: [] End: [] User: [] Annual Contract: 0.00/00 ACA Hours: 0.00 Days Worked: 0.00 FTD Pa: []

+ Add X Delete X Delete All Acct Copy Acct Copy+ Acct Copy All Acct Paste Acct Add From Copy

Prcnt	Fnd Resc Y	Objt SO	Goal Func	CatCtr	Ste Mngr	SBT	Ex-Gross	FTD Paid
1	100.00	L	[]			...	252.38	757.14
	100.00		**Totals**				252.38	757.14

- UGD CREDIT (G)
- BONUS (G)
- LONGEVITY PAY (G)
- OFF SAL SCH (G)
- VALUE ER PAID (G)
- BILINGUAL PREM (G)**
- CONFIDENTIAL (G)
- LEAD WRKR/SUPVR (G)
- PARAMEDIC COORD (G)
- SCHOOL YARD (G)
- SEVERELY DISABL (G)
- SHIFT DIFF (G)
- TRAINING (G)
- EDUC INCENT (G)
- TEMP UPGRADE (G)
- HOLIDAY PAY (G)
- UNIFORM ALLOW (G)