



## District Business & Advisory Services

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

**Bulletin: 18-006 Addendum**

Date: October 12, 2017

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

From: Nghia Do, Advisor – DBAS

Re: **Important Update:** Refund of Fiscal Year 2016-17 CalSTRS Excess Contributions

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For Districts that run payroll through the Santa Clara County Office of Education (SCCOE)'s QSS, please hold off on processing the refunds for CalSTRS Excess Contributions as previously instructed by Bulletin 18-006 issued on September 27, 2017. We have found a discrepancy in the DE6 reporting of total earnings for Unemployment Insurance (UI), Workers Compensation (WC) and Section 125 Cafeteria Plan when using the Vol-Ded 7460 to process refunds of employees' CalSTRS excess contributions.

We are working on identifying an alternative methodology. Testing is continuing and we hope to have the alternative instructions out as soon as possible.

*Please distribute this memo within your District as deemed appropriate.*