

Balancing STRSREG

1. Review the “Days Paid” for each employee listed. Are they correct?
2. Add the total of the Employee Share 591 and 691 deduction records on the Deduction Summary (DEDSUM) report. It should equal the Employer Pickup total on the STRSREG.
3. Add the checks written from payroll for the 591 deduction and the warrant check written for the 691 deduction. The total should equal the Employer Pickup total on the STRSREG.
4. Multiple the Member Earnings amount from the bottom of the STRSREG report by 10%. This should equal the Employer Pickup amount. Do this for new employees and total members for both month and year to date figures.

Balancing SERSREG

1. Review the “Days Paid” for each employee listed. Are they correct?
2. Add the total of the Employee Share 590 and 690 deduction records on the Deduction Summary (DEDSUM) report. It should equal the Employer Pickup total on the STRSREG.
3. Add the checks written from payroll for the 590 deduction and the warrant check written for the 690 deduction. The total should equal the Employer Pickup total on the STRSREG.
4. Multiple the Member Earnings amount from the bottom of the SERSREG report by 10%. This should equal the Employer Pickup amount. Do this for new employees and total members for both month and year to date figures.

Board Portion if District Pays (Not Deducted From Foundation)

1. Board portion of STRS will equal 14% of Member Earnings from the STRSREG.
2. Board portion of SERS will equal 14% of Member Earnings from the SERSREG
3. The total of the 400 deduction record from the DEDSUM report should equal 14% of the Member Earnings from the SERSREG.

4. The total of the 450 deduction record from the DEDSUM report should equal 14% of the Member Earnings from the STRSREG.
5. The Warrant check written for the 400 deduction should equal the DEDSUM report and the 14% of the Member Earnings total from the SERSREG.
6. The Warrant check written for the 450 deduction should equal the DEDSUM report and the 14% of the Member Earnings total from the STRSREG.