

STRS Recap Sheet Guide FY 2008-09

This document provides additional explanation for the STRS Recap Sheet. Each item as numbered here corresponds to the numbers on the STRS Recap Sheet sent by STRS.

Note: The amounts here are strictly amounts reported as employee contributions, these figures should not include the 14% employer share paid by the board.

1. Enter the number of employees as provided on the STRSAD.RPT report generated by the STRSAD program.
2. Enter the taxed contributions as provided on the STRSAD.RPT report generated by the STRSAD program.
3. Enter the tax deferred (or pick-up) amount as provided on the STRSAD.RPT report generated by the STRSAD program. This line should include any amounts paid by the board on behalf of the employee. The STRSAD.RPT will include the pick-up on pick-up figures in the totals provided.
4. Total the amounts from line 2a, 2b, 3a and 3b, entering the result on line 4.
5. Line 5 is requesting the total amounts from a district's per pay reporting. Districts will have to manually calculate this figure as it is not tracked on the system. It is suggested districts run a USPRPT/CHKSTS report for the 450 and 591 records to obtain this amount, using a July 1-June 30th date selection. In addition, districts will have to run a TRNLED report or use EIEIO to get any per pay amounts for the 691 records, using the same date selections. If preferred, the STRSREG.TXT reports can be used to obtain the per pay reporting amounts.
6. The figure for line 6 will be provided by STRS and should be the advanced contributions as reported with the fiscal year 2007-2008 annual report. Districts can verify this figure by referencing the STRSAD.RPT for that fiscal year.
7. Enter the amount as provided in the STRSAD.RPT listed for your advanced contributions for fiscal year 2008-2009.
8. To obtain the computed annual values, add the figures in lines 5 and 7 and then subtract the line 6 amount from that total. This figure should be the same as the total on the annual report, line 4. See the following paragraphs for resolving differences.
9. Prior year adjustments as provided by STRS.

STRS is providing on the Recap Sheet a figure they have recorded as your prior fiscal year adjustments. The difference between the line 4 and the line 8 totals should be the figure they provided. If it is not, the discrepancy must be researched and documentation provided with the Recap Sheet as explanation. Recap Sheets that are not in balance with no attached documentation to explain why will warrant additional contacts with the district by STRS.

If the amounts on Lines 4 and 8, +/- the prior fiscal year adjustments do not balance, districts should check the current fiscal year contributions figures to be certain they are correctly listed on the STRSAD.RPT report. The current contributions should balance to the total of all deduction and warrant checks for 691 amounts plus the calculated contributions on the accrued wages. Districts will also want to verify the per pay reporting amounts and the figure STRS is providing as prior fiscal year adjustments. Be sure the adjustments do not include any amounts for fiscal years other than 2007-2008.