

Payroll/Benefits
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Payroll Department's Notification to Employees of Unique payments in the January 2018 Payroll

Classified Employees

- A training, materials and supplies stipend of \$200, prorated by FTE to Professional/Technical, Technology Services and Miscellaneous/In-Building groups.
- A license/certificate stipend to certain SEA bargaining unit members, based on the job-related license/certificate they possess.
- Washington state minimum wage increases to \$11.50/hour.

Certificated Employees

- The regular classroom supply stipend of **\$300**. Employees at multiple sites and full time preschool teachers teaching two sessions will receive **\$375 and \$450**, respectively.

ALL Employees

- The State Industrial Insurance tax (Worker's Compensation) **increased** a minimal amount.
- **Please check the assignment/job title listed on your pay stub for accuracy.** (Top left in the pay detail information.) If your assignment is not listed correctly, please contact Human Resources at 354-7299 or 354-7265.
- All Employees will earn Sick Leave beginning January 1st. If your position has not earned Sick Leave previously, you will now earn 1 hour of sick leave for every 40 hours worked. This applies mainly to Substitute employees. This new sick leave will be reported on pay stubs in the Leaves section for those earning it. If you already earn Sick Leave, this does not affect you.
- W-2's for 2017 were sent out to all District sites for distribution to employees last week. W-2's for Substitute employees were mailed by the Payroll & Benefits Department to the Substitute employees' home address on **Tuesday, January 24th**. If you don't receive yours, please contact Payroll at 7333.

NOTE: Substitutes, Less Than Half-Time Teachers, and Less than 3.5 hours per day Classified

You may be eligible to purchase retirement service credit for time worked. For more information, contact the Department of Retirement Systems (DRS) at (800) 547-6657.