STRS Advance Reports

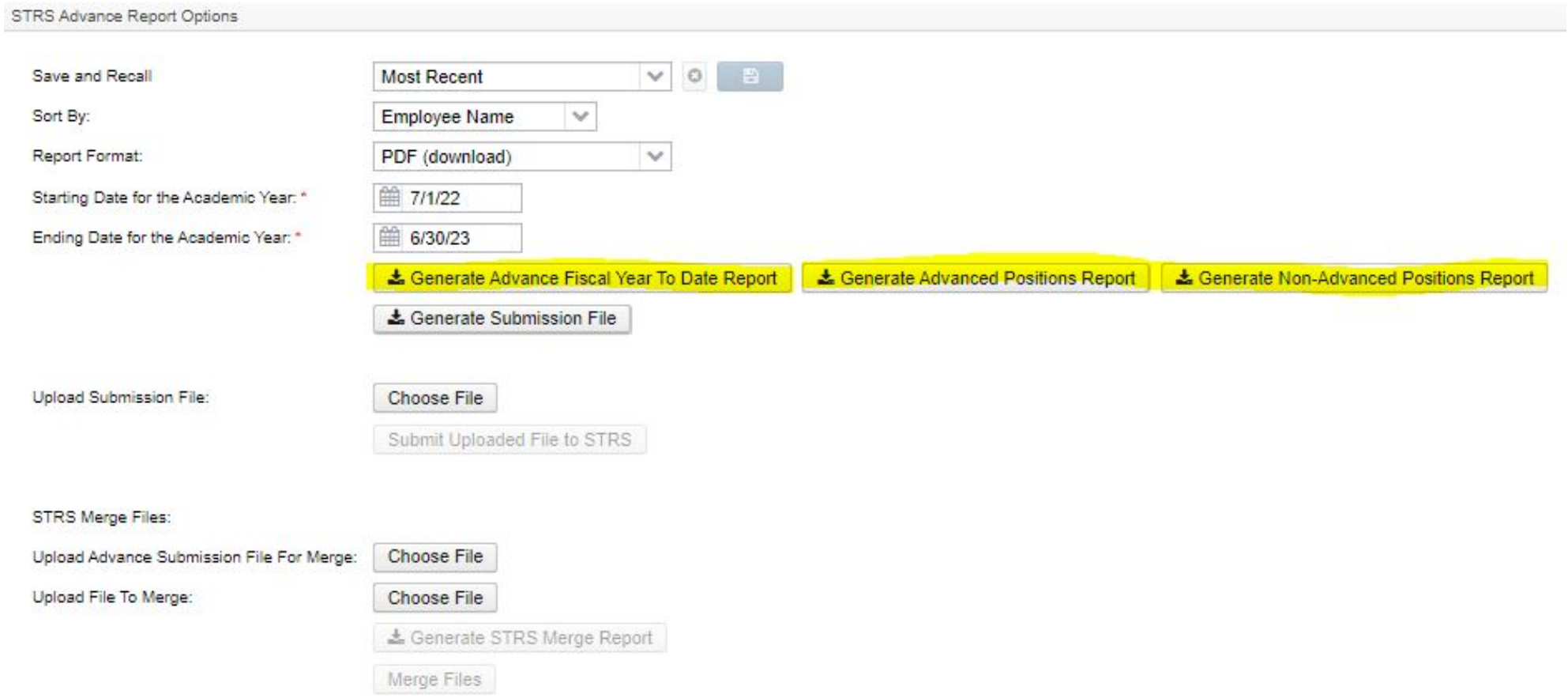
STRS Advance Reports:

- Go to Reports> STRS Reporting>STRS Advance
- These can be run as many times as needed
- Begin checking these reports in May to look for errors and to verify the employees on the Non-Advance Report.
- Checking the reports early will help you at Fiscal Year End!
- STRS Advance Common Errors & Warnings
- STRS Advance SSDT Documentation

Docks During Advance

- If you need to dock an employee and you know before the STRS Advance is processed, but after your last pay of June, the total amount can be entered during the Advance Processing in 'Payroll Payments – Future' using the Dock Pay Type.
- Once STRS Advance submission file has been processed, remove the dock from 'Payroll Payments - Future' before processing the next payroll. The dock should then be entered again at the appropriate time.
- If not known ahead of time, there will be a difference in STRS Advance Configuration and you will need to report the difference to STRS.

STRS Advance Reports



Non-Advanced Report

- **Non-Advanced Positions Report**: Lists positions that will not advance.
  - Employee must have a Position with Retirement Code set to STRS and a Position must have a Job Status of Active or Inactive.
  - The Position must have a Contract Compensation.
  - Employee must have a Contract Compensation with a date range that the falls within the current fiscal year.
  - The Compensation Pays Paid must be less than Pays In Contract.
  - The Compensation Contract Work Days must be greater than 0.
  - The Compensation Contract Days Worked does not equal Contract Work Days or the Compensation Contract Days Worked will not equal the Contract Days Worked as of June 30 (determined by using work days from the job calendars).

Non-Advanced Report

Non-Advanced Positions Report

Tucker (Demo) Schools

State Teachers Retirement System - Non-Advanced Payment Report

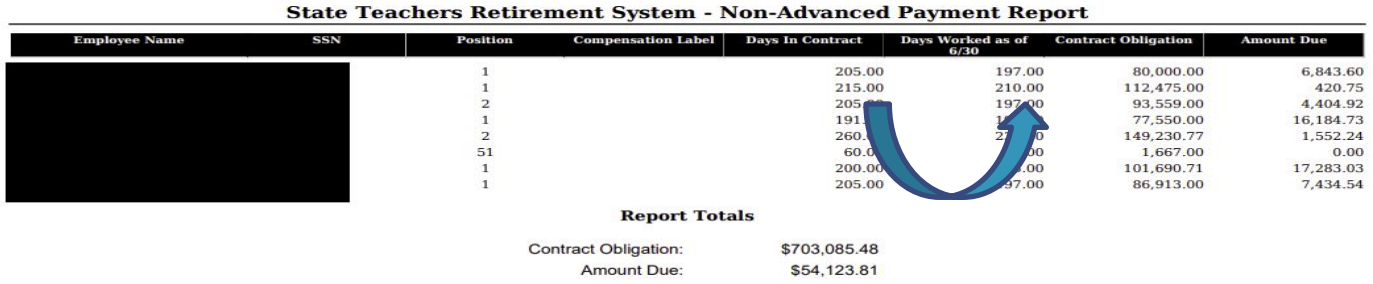
Employee Name	SSN	Position	Compensation Label	Days In Contract	Days Worked as of 6/30	Contract Obligation	Amount Due
Vasquez, Erika F.	999925720	4	constantly	20.00	17.00	3,800.60	0.00

Report Totals

Contract Obligation:	$3,800.60
Amount Due:	$0.00

Non Advance Positions Report

- ***Days:***
  - If days are missing, Contract Days Worked, Amount Earned, and Accrued Wages are incorrect.

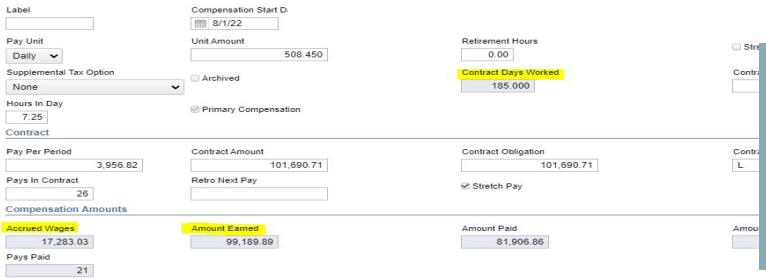


State Teachers Retirement System - Non-Advanced Payment Report

Employee Name	SSN	Position	Compensation Label	Days In Contract	Days Worked as of 6/30	Contract Obligation	Amount Due
[redacted]		1		205.00	197.00	80,000.00	6,843.60
		1		215.00	210.00	112,475.00	420.75
		2		205.00	197.00	93,559.00	4,404.92
		1		191.00	1[illegible]	77,550.00	16,184.73
		2		260.00	27[illegible]	149,230.77	1,552.24
		51		60.00	[illegible]00	1,667.00	0.00
		1		200.00	[illegible].00	101,690.71	17,283.03
		1		205.00	197.00	86,913.00	7,434.54

Report Totals

Contract Obligation:	$703,085.48
Amount Due:	$54,123.81



Options:

- Add Compensation Adjustments
- Add work days to the job calendar, process payroll, then remove days.

Advanced Positions Report

Advanced Positions Report: Lists all employees with an accrued contribution calculation.

- Employee must have a Position with Retirement Code set to STRS and a Position must have a Job Status of Active or Inactive.
- Employee must have a Contract (or Legacy) Compensation with a date range that the falls within the current date.
- The Compensation Contract Work Days must equal the Contract Days Worked days or the Compensation Work Days must equal the Contract Days Worked as of June 30 (determined using work days from the job calendar).
- The Contract Work Days must be greater than 0.
- The Compensation Pays Paid must be less than Pays In Contract.
- The Compensation Contract Obligation – Amount Paid – Amount Docked must be greater than 0.

Advanced Positions Report

Remember

- If days do not match the compensation will not advance.
- Having a Compensation Stop Date that falls within the academic date range will prevent the Compensation from advancing.
- An Archived Compensation will not appear on the Advance Positions Report, but will be on the STRS Advance Fiscal Year to Date Report.

Advanced Positions Report

State Teachers Retirement System - Advanced Payment Report

Employee Name	SSN	Credit	Contract Amount Due	Advanced Employee Amount	Advanced Pick-up	Total Amount Advanced	Rehired Retiree
[redacted]		100.00%	15,694.84	0.00	2,197.26	2,197.26	N

- ***Advanced Pick-Up*:**

  Obligation = $81,613.00

  Pay Per Period = $3,138.96

  Pays/Pays Paid = 26/21

  22nd Pay $3,318.96 x 14% = $439.45

  23rd Pay $ 3,318.96 x 14% = $439.45

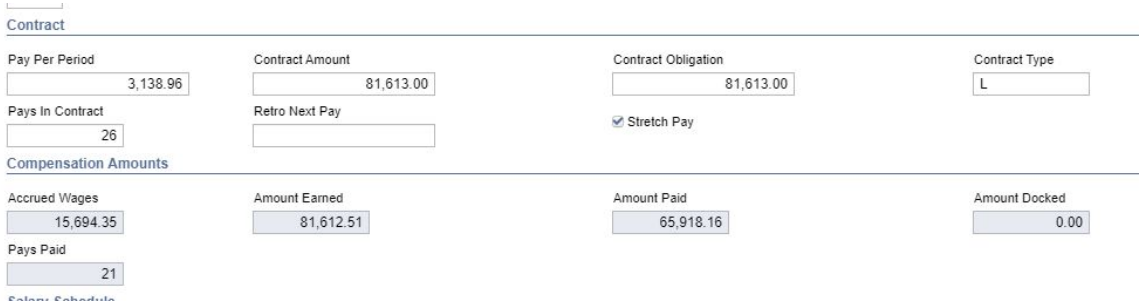
  24th Pay $ 3,318.96 x 14% = $439.45

  25th Pay $ 3,318.96 x 14% = $439.45

  26th Pay:

  Obligation = $ 81,613.00 - $78,474 = $3,139.00 X 14% = $439.46

  Advance Pick- up = $439.45 +$439.45 + $439.45 + $439.45 + $439.46 = $2,197.26



Advanced Positions Report

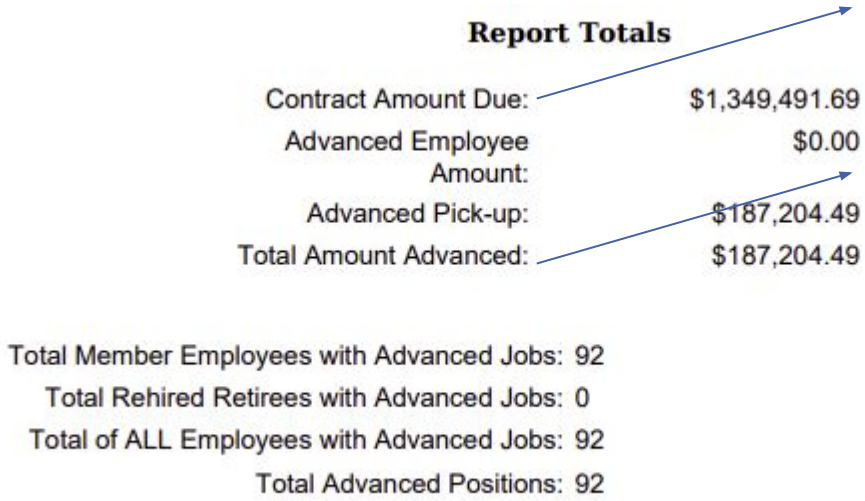
State Teachers Retirement System - Advanced Payment Report

Employee Name	SSN	Credit	Contract Amount Due	Advanced Employee Amount	Advanced Pick-up	Total Amount Advanced	Rehired Retiree
[redacted]		100.00%	15,694.84	0.00	2,197.26	2,197.26	N

- ***Rehired Retiree***
  - 450 Payroll Item flags
  - FYTD Rehired Retiree Totals on 450/591/691
    - Must match FYTD Totals if retired all year.
    - If adjustment is needed use Core/Adjustments.

Advanced Positions Report

- **What Do These Figures Mean?**



Report Totals

Contract Amount Due:	$1,349,491.69
Advanced Employee Amount:	$0.00
Advanced Pick-up:	$187,204.49
Total Amount Advanced:	$187,204.49

Total Member Employees with Advanced Jobs:	92
Total Rehired Retirees with Advanced Jobs:	0
Total of ALL Employees with Advanced Jobs:	92
Total Advanced Positions:	92

Contract Amount Due: Amount of all employee's calculated amount due.

Advanced Pick-up: Amount of all employee's advance pick up amounts.

Advance Fiscal Year to Date Report

- Criteria for an employee to appear on the Advanced Fiscal Year to Date Positions Report is the following:
  - The employee must have a Position with the Retirement Code set to STRS.
  - The employee must have earnings in the current fiscal year. Earnings are a sum of 3 things:
    - For an advancing Compensation, the accrued wages will be added to earnings (Accrued Wages = Contract Obligation – Amount Paid – Amount Docked).
    - Adjustment journals with the Type of Total Gross that are applying to a STRS Payroll item for the employee with a Transaction Date within the fiscal year.
    - The Applicable Gross of historical STRS Payroll items paid to the employee on payrolls and have a pay date within the fiscal year.
  - The employee must have a Contract Compensation with a date range that falls within the current date **AND** the Compensation Pays Paid is not equal to Pays In Contract **OR** the Compensation has been paid in the fiscal year OR the employee must have a Non Contract Compensation with a date range that falls within the fiscal year.

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

Step 1 - Verify Service Credit

- Employees with 120 or more days receive 100% credit
- Employees with less than 120 days receive credit based on STRS decision tree
- Employees flagged as part-time receive service credit based on STRS Service Credit Decision Tree
- Payroll Item>450>Full of Part Time field

(Please contact STRS with questions regarding full or part time status.)

STRS Employer's Website: https://www.strsoh.org/employer/

Advance Fiscal Year to Date Report

State Teachers Retirement System - Fiscal Year to Date Report

Employee Name	SSN	Credit	STRS Days	Earnings	Non-Taxed Deposit/Pick up	Non-Taxed Advanced Amount	Non-Taxed Total	Taxed Deposit/Pick up	Taxed Advance Amount	Taxed Total	Rehired Retiree
[redacted]		100.00%	190.00	74,105.94	10,374.76	0.00	10,374.76	0.00	0.00	0.00	N

- ***Credit:***

Remember: *Re-employed retirees will always have 0% credit reported with contributions. Calculated service credit for rehired retiree will flag a warning.*

Advance Fiscal Year to Date Report

State Teachers Retirement System - Fiscal Year to Date Report

Employee Name	SSN	Credit	STRS Days	Earnings	Non-Taxed Deposit/Pick up	Non-Taxed Advanced Amount	Non-Taxed Total	Taxed Deposit/Pick up	Taxed Advance Amount	Taxed Total	Rehired Retiree
[redacted]		100.00%	190.00	74,105.94	10,374.76	0.00	10,374.76	0.00	0.00	0.00	N

- ***STRS Days:***

1. Counting the days from the Compensation>Job Calendar
2. Adds Attendance Days - Pay date required
3. Adds Absence Days – Pay date required or Activity Date for Docks
4. Adds or subtracts Core>Adjustments with the Type equaling STRS Retirement Days with a Transaction Date within the fiscal year.

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

- Step 2 - Balance Report

Report Totals

Non-taxed Earnings:	$25,808.90	Non-taxed Deposit/Pick up:	$2,090.04
Non-taxed Advanced Amount:	$896.00	Non-taxed Total:	$2,986.04
Taxed Earnings:	$0.00	Taxed Deposit/Pick up:	$0.00
Taxed Advanced Amount:	$0.00	Taxed Total:	$0.00
Taxed + Non-taxed:	$29,180.96		
Amount Advanced:	$27,090.92	Retiree Amount Advanced:	$0.00
Regular Employee Count:	94	Rehired Retiree Count:	0
Regular Contributions:	$0.00	Retiree Contributions:	$0.00
Regular Pickup:	$29,180.96	Retiree Pickup:	$0.00
Total Warnings:	0		
Total Errors:	108		

Advance Fiscal Year to Date Report

State Teachers Retirement System - Fiscal Year to Date Report

Employee Name	SSN	Credit	STRS Days	Earnings	Non-Taxed Deposit/Pick up	Non-Taxed Advanced Amount	Non-Taxed Total	Taxed Deposit/Pick up	Taxed Advance Amount	Taxed Total	Rehired Retiree
[redacted]		100.00%	190.00	74,105.94	10,374.76	0.00	10,374.76	0.00	0.00	0.00	N

- ***Earnings:***

1. From the Compensation, find amount remaining to be paid.
   Obligation – Amount Paid – Amount Docked
2. From the 450 Payroll Item, find FYTD Gross.
3. From Adjustments, find any with Payroll Item 450 and Type equaling Total Gross with a Transaction Date within fiscal year.

** If the 450 Payroll Item has the Increased Compensation checkbox marked, the inflated Gross is calculated and add to the earnings.

Advance Fiscal Year to Date Report

State Teachers Retirement System - Fiscal Year to Date Report

Employee Name	SSN	Credit	STRS Days	Earnings	Non-Taxed Deposit/Pick up	Non-Taxed Advanced Amount	Non-Taxed Total	Taxed Deposit/Pick up	Taxed Advance Amount	Taxed Total	Rehired Retiree
[redacted]		100.00%	190.00	74,105.94	10,374.76	0.00	10,374.76	0.00	0.00	0.00	N

- ***Non-Taxed Deposit/Pick up:***

1. Amount withheld on the 591 and 691 for each payroll.
2. From Adjustments, find any with Payroll Item 591 and 691 and Type equaling Amount Withheld or Board Amount's of a Payroll Item with a Transaction Date within the fiscal year.

Advance Fiscal Year to Date Report

State Teachers Retirement System - Fiscal Year to Date Report

Employee Name	SSN	Credit	STRS Days	Earnings	Non-Taxed Deposit/Pick up	Non-Taxed Advanced Amount	Non-Taxed Total	Taxed Deposit/Pick up	Taxed Advance Amount	Taxed Total	Rehired Retiree
[redacted]		28.00%	97.00	3,314.00	463.96	0.00	463.96	0.00	0.00	0.00	N
		0.00%	34.00	1,785.00	249.90	0.00	249.90	0.00	0.00	0.00	Y
		100.00%	211.00	67,218.40	10,728.00	0.00	10,728.00	0.00	0.00	0.00	N
		100.00%	184.00	43,948.00	4,870.84	1,281.79	6,152.63	0.00	0.00	0.00	N

- ***Non-Taxed Advanced Amount:***

  Obligation = $81,613.00
  Pay Per Period = $3,138.96
  Pays/Pays Paid = 26/21
  22nd Pay $3,318.96 x 14% = $439.45
  23rd Pay $ 3,318.96 x 14% = $439.45
  24th Pay $ 3,318.96 x 14% = $439.45
  25th Pay $ 3,318.96 x 14% = $439.45
  26th Pay:
  Obligation = $ 81,613.00 - $78,474 = $3,139.00 X 14% = $439.46
  Advance Pick- up = $439.45 +$439.45 + $439.45 + $439.45 + $439.46 = $2,197.26

Advance Fiscal Year to Date Report

State Teachers Retirement System - Fiscal Year to Date Report

Employee Name	SSN	Credit	STRS Days	Earnings	Non-Taxed Deposit/Pick up	Non-Taxed Advanced Amount	Non-Taxed Total	Taxed Deposit/Pick up	Taxed Advance Amount	Taxed Total	Rehired Retiree
[redacted]		28.00%	97.00	3,314.00	463.96	0.00	463.96	0.00	0.00	0.00	N
		0.00%	34.00	1,785.00	249.90	0.00	249.90	0.00	0.00	0.00	Y
		100.00%	211.00	67,218.40	10,728.00	0.00	10,728.00	0.00	0.00	0.00	N
		100.00%	184.00	43,948.00	4,870.84	1,281.79	6,152.63	0.00	0.00	0.00	N

- ***Non-Taxed Total:***

  Non-Taxed Deposit/Pick up + Non-Taxed Advanced Amount

Advance Fiscal Year to Date Report

State Teachers Retirement System - Fiscal Year to Date Report

Employee Name	SSN	Credit	STRS Days	Earnings	Non-Taxed Deposit/Pick up	Non-Taxed Advanced Amount	Non-Taxed Total	Taxed Deposit/Pick up	Taxed Advance Amount	Taxed Total	Rehired Retiree
[redacted]		100.00%	190.00	74,105.94	10,374.76	0.00	10,374.76	0.00	0.00	0.00	N

- Rehired Retiree
  - 450 Payroll Item flags

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

- Step 2 - Balance Report

Report Totals

Non-taxed Earnings:	$38,783,964.82	Non-taxed Deposit/Pick up:	$3,9
Non-taxed Advanced Amount:	$1,434,375.41	Non-taxed Total:	$5,4
Taxed Earnings:	$0.00	Taxed Deposit/Pick up:	
Taxed Advanced Amount:	$0.00	Taxed Total:	
Taxed + Non-taxed:	$5,429,821.72		
Amount Advanced:	$1,434,375.41	Retiree Amount Advanced:	$5,010.98
Regular Employee Count:	588	Rehired Retiree Count:	25
Regular Contributions:	$0.00	Retiree Contributions:	$0.00
Regular Pickup:	$5,372,560.97	Retiree Pickup:	$57,260.75
Total Warnings:	28		
Total Errors:	8		

Non-taxed Earnings – FYTD gross amounts from the 450 Payroll Items + Accrued Wages.

Non-taxed Advanced Amount – Retirement amount that will be withheld on summer pays on a per pay per compensation basis.

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

- Step 2 - Balance Report

Taxed Earnings = Not common. Most STRS contributions are annuitized.

Taxed Advanced Amount = Not common. Most STRS contributions are annuitized

Report Totals

Non-taxed Earnings:	$38,783,964.82	No	$3,995,446.31
Non-taxed Advanced Amount:	$1,434,375.41	Non-taxed Total:	$5,429,821.72
Taxed Earnings:	$0.00	Taxed Deposit/Pick up:	$0.00
Taxed Advanced Amount:	$0.00	Taxed Total:	$0.00
Taxed + Non-taxed:	$5,429,821.72		
Amount Advanced:	$1,434,375.41	Retiree Amount Advanced:	$5,010.98
Regular Employee Count:	588	Rehired Retiree Count:	25
Regular Contributions:	$0.00	Retiree Contributions:	$0.00
Regular Pickup:	$5,372,560.97	Retiree Pickup:	$57,260.75
Total Warnings:	28		
Total Errors:	8		

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

- Step 2 - Balance Report

Report Totals

Non-taxed Earnings:	$38,783,964.82	Non-taxed Deposit/Pick up:	
Non-taxed Advanced Amount:	$1,434,375.41	Non-taxed Total:	
Taxed Earnings:	$0.00	Taxed Deposit/Pick up:	
Taxed Advanced Amount:	$0.00	Taxed Total:	
Taxed + Non-taxed:	$5,429,821.72		
Amount Advanced:	$1,434,375.41	Retiree Amount Advanced:	$5,010.98
Regular Employee Count:	588	Rehired Retiree Count:	25
Regular Contributions:	$0.00	Retiree Contributions:	$0.00
Regular Pickup:	$5,372,560.97	Retiree Pickup:	$57,260.75
Total Warnings:	28		
Total Errors:	8		

Taxed + Non-taxed = Amount paid to STRS during the fiscal year + Amount Advanced.

Amount Advanced = Retirement amount that will be withheld on summer pays on a per pay per compensation basis.

Regular Pickup = Taxed + Non-taxed – Retiree Pickup

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

- Step 2 - Balance Report

Non-taxed Deposit/Pick up = Payments to STRS for the 591 and 691 for the FY

Non-taxed Total = Non-taxed Deposit/Pick up + Total Advance Amount

Report Totals

Non-taxed Earnings:	$38,783,964.82	Non-taxed Deposit/Pick up:	$3,995,446.31
Non-taxed Advanced Amount:	$1,434,375.41	Non-taxed Total:	$5,429,821.72
Taxed Earnings:	$0.00	Taxed Deposit/Pick up:	$0.00
Taxed Advanced Amount:	$0.00	Taxed Total:	$0.00
Taxed + Non-taxed:	$5,429,821.72		
Amount Advanced:	$1,434,375.41	Retiree Amount Advanced:	$5,010.98
Regular Employee Count:	588	Rehired Retiree Count:	25
Regular Contributions:	$0.00	Retiree Contributions:	$0.00
Regular Pickup:	$5,372,560.97	Retiree Pickup:	$57,260.75
Total Warnings:	28		
Total Errors:	8		

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

- Step 2 - Balance Report

Taxed Deposit/Pick Up = Not Common. Most STRS contributions are annuitized

Tax Total = Not Common. Most STRS contributions are annuitized.

Report Totals

Non-taxed Earnings:	$38,783,964.82	Non-taxed Deposit/Pick up:	$3,995,446.31
Non-taxed Advanced Amount:	$1,434,375.41	Non-taxed Total:	$5,429,821.72
Taxed Earnings:	$0.00	Taxed Deposit/Pick up:	$0.00
Taxed Advanced Amount:	$0.00	Taxed Total:	$0.00
Taxed + Non-taxed:	$5,429,821.72		
Amount Advanced:	$1,434,375.41	Retiree Amount Advanced:	$5,010.98
Regular Employee Count:	588	Rehired Retiree Count:	25
Regular Contributions:	$0.00	Retiree Contributions:	$0.00
Regular Pickup:	$5,372,560.97	Retiree Pickup:	$57,260.75
Total Warnings:	28		
Total Errors:	8		

Advance Fiscal Year to Date Report

Advance Fiscal Year to Date Report:

- Step 2 - Balance Report

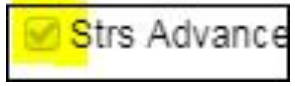
Report Totals

Non-taxed Earnings:	$38,783,964.82	Non-taxed Deposit/Pick up:	$3,995,446.51
Non-taxed Advanced Amount:	$1,434,375.41	Non-taxed Total:	$5,429,821.72
Taxed Earnings:	$0.00	Taxed Deposit/Pick up:	$0.00
Taxed Advanced Amount:	$0.00	Taxed Total:	$0.00
Taxed + Non-taxed:	$5,429,821.72		
Amount Advanced:	$1,434,375.41		
Regular Employee Count:	588		
Regular Contributions:	$0.00		
Regular Pickup:	$5,372,560.97		
Total Warnings:	28		
Total Errors:	8		

Retiree Amount Advanced:	$5,010.98
Rehired Retiree Count:	25
Retiree Contributions:	$0.00
Retiree Pickup:	$57,260.75

<u>Retiree Amount Advance, Rehired Retiree Count, Retiree Contributions, and Retiree</u> Pickup = Specific to those employee's whose 450 Payroll Item>Rehired Retiree checkbox is checked.

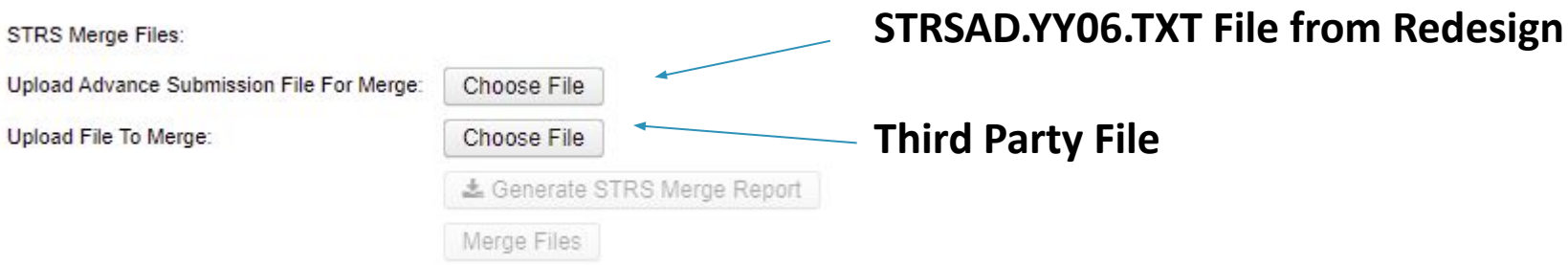
STRS Advance

- Once the STRS Advance Reports have been verified and balance, print final copies of all reports (if desired).
- Create the STRS Advance Submission file.
  - *Reports>STRS Reporting>STRS Advance>Generate Submission File.*
    - Checks the STRS Advance checkbox on the Compensations advancing. 

    - Sets the *System>Confiauration>STRS Advance Configuration* fields.

STRS Advance

- Creates STRSADYY06.TXT file.
- Submit STRSADYY06.TXT file to STRS.
  - If a third party file needs to be included with your STRSADYY06.TXT file:
    - Use *Reports>STRS Reports>STRS Advance>STRS Merge Files* option.



STRS Advance

- Click *Generate the STRS Merge Report* for verification.

- Once STRS Merge Report is verified, click *Merge Files*.

STRS Advance

- Go to *Upload Submission File>Click Choose File>Browse* to locate STRSADMERGED.TXT file.

- Click *Submit Uploaded File to STRS*.

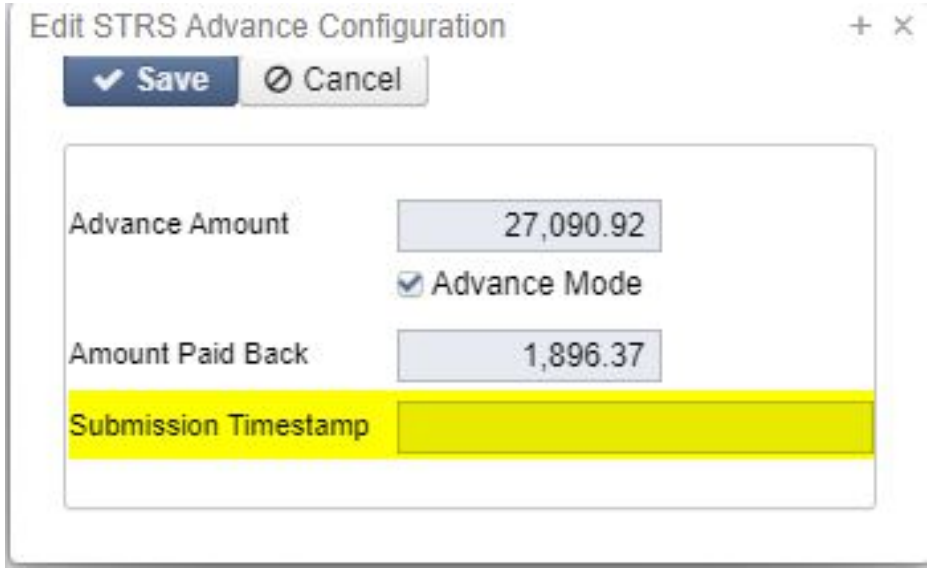
STRS Advance

- If there is no third party file that needs to be included with your STRSADYY06.TXT file:
  - Go to *Upload Submission File>Click Choose File>Browse* to locate STRSADYY06.TXT file.

  - Click Submit Uploaded File to STRS.

STRS Advance

- Once the file is submitted, can verify *System>Configuration>STRS Advance Configuration>Submission Timestamp*.



STRS Advance

STRS Annual Report is due by the first Friday in August.
DEADLINE for 2023-
August 4, 2023

STRS Advance

- When the STRS Advance Submission file is created, the following STRS reports are created in the FY End report bundle found in *Utilities>File Archive – YYYY - Fiscal Year Reports*.
    - STRS Advance Fiscal Year-to-Date Report
    - STRS Advance Positions Report
    - STRS Non-Advance Positions Report
    - STRS Employee Merge Report (If applicable)
    - STRSADMERGED.TXT (If Applicable)
    - STRSADYY06.TXT

Pay Types

- Using Pay Types Dock, Retro, Termination, and Pay off accrued wages are allowed, but will causing advance balancing issues.

STRS Advance Configuration Doesn't Balance

- As summer pays are processed, System>Configuration>STRS Advance Configuration>Amount Paid Back will update.

- After all summer pays are processed, if the Amount Paid Back is equal or greater than the Advance Amount, then the district will no longer be in the advance and the Advance Mode flag will be unchecked. When the Advance Mode flag is unchecked, the Amount Paid Back will be zero. This means the amounts reported on the STRS Advance Submission File equal the amounts reported on STRS Per Pay Reports.

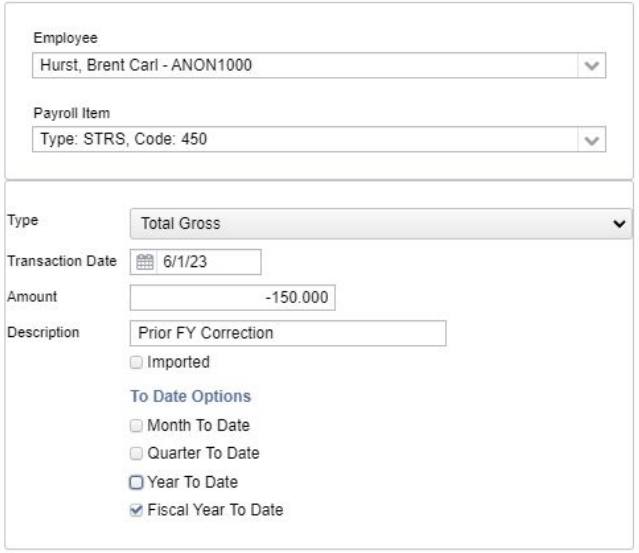
STRS Advance Configuration Doesn't Balance

- If the Amount Paid Back is less than the Advance Amount, then the Advance Mode flag will remain checked and the Amount Paid Back value will remain.
- Isolate balancing issues.
  - Run *Reports>Checks STRS Advance Report* and compare employee's totals to the STRS Advance Position Report.
  - District should report corrections to STRS as prior fiscal year corrections.

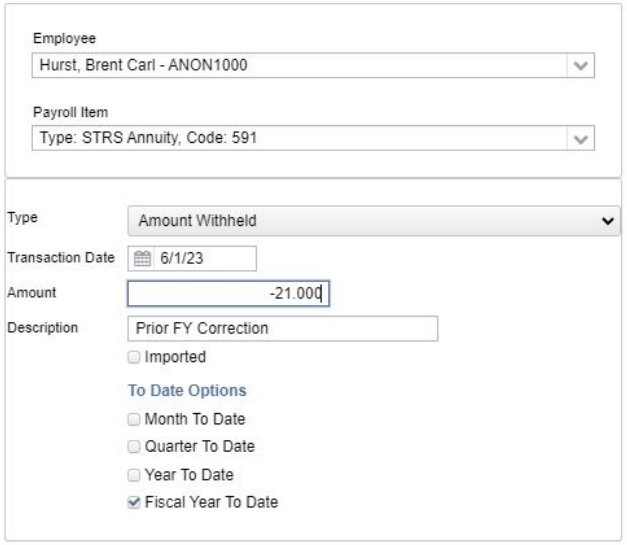
Back Postings

- Post Core>Adjustments to update the 450 Total Gross and 591 Amount Withheld and/or 691 Board's Amount of payroll item for the fiscal year on the retirement records.

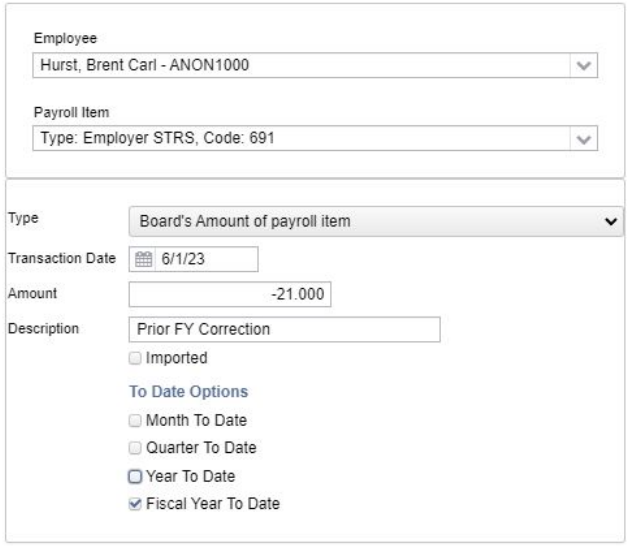
450:



591:



691:



Questions?