

At this time of year, it is always a good idea to carefully examine your first paycheque to make sure everything is as it should be. The hard-working staff at the Board Office almost always gets it right, but mistakes can happen, and catching them early is in everyone's best interest. Here are a few tips to help you make sense of it all, along with some relevant Collective Agreement articles if you want to learn more.

Your month-end REG SALARY should be 1/10th of your yearly salary, as found on the salary grid (B.36). If you work less than full-time, you will need to multiply this number by 10, and then divide by your FTE (e.g. 0.857) to match up with the grid.

Pay no attention to the "REG SALARY – Rate" number... it is simply 1/20th of your regular monthly gross salary (20 days is considered to be a full-time month for teachers)

All teachers get a 2% SIP allowance every month (B.6). This was negotiated in our last round of bargaining, and was intended to offset the fees teachers pay each month to the Salary Indemnity Plan (see other side). Most teachers forget to take this additional 2% salary into consideration when calculating their gross annual salary

Teachers' gross monthly salary includes their regular monthly pay, plus any special allowances (e.g. positions of special responsibility), plus their SIP allowance. It might also include money deducted for unpaid leaves, or for circumstances where the cost of a TOC is to be deducted from a teachers' pay (at a flat rate of \$270 per day, regardless of what the TOC receives)

Medical, dental, and group life insurance premiums are cost shared, with the Employer paying 80%, and employees paying 20% (B.38). In the case of pension contributions, the Employer pays slightly more (2.13%) than employees

Statement Of Earnings & Deductions

Saanich Schools
Great Places to Learn
School District No. 63 (Saanich)
2125 Keating Cross Road
Saanichton, British Columbia, Canada V8M 2A5
Phone: (250)652-7300 Fax: (250)654-0827
www.sd63.bc.ca

Ima T. Cher 0021 Pay Period Date: 30-SEP-2011
1234 Main St. Employee #: 8675309
Victoria, BC

| TEACHER CATEGORY 06 STEP 09 TE0906 | | | |
|---|--------|----------|--------------------------------|
| EARNINGS | | | |
| Description | Rate | Hrs/Days | Current Year to Date |
| REG SALARY | 374.31 | 20.00 | 7,486.20 49,374.20 |
| AD ALLOW | 0.00 | 0.00 | 748.62 748.62 |
| SIP | 0.00 | 0.00 | 164.59 1,009.49 |
| SICK DAYS USED | 0.00 | 0.00 | 0.00 352.00 |
| Earnings Total: | | | 8,399.51 51,484.31 |

| DEDUCTIONS | | |
|--------------------------|----------|--------------------------------|
| Description | Current | Year to Date |
| INCOME TAX | 1,582.50 | 9,297.39 |
| EMPLOYMENT INS | 0.00 | 731.79 |
| CANADA PENSION | 46.86 | 2,118.60 |
| PENSION | 847.16 | 4,793.72 |
| BC MEDICAL | 25.92 | 181.44 |
| EHB | 18.53 | 129.71 |
| DENTAL | 30.94 | 223.30 |
| GROUP LIFE - T | 9.33 | 70.89 |
| SIP | 158.75 | 805.01 |
| VOL AD&D | 3.90 | 27.30 |
| BCTF | 121.79 | 786.51 |
| SEA FEES | 60.48 | 370.88 |
| COL TEACH | 0.00 | 90.00 |
| WCB | 0.00 | 0.00 |
| UNITED WAY | 20.00 | 140.00 |
| EI REBATE | 0.00 | 0.00 |
| ADVANCE PAY - | 2,189.00 | 0.00 |
| Deduction Totals: | | 5,115.16 19,726.34 |

| EMPLOYER PAID BENEFITS | | |
|------------------------|----------|--------------------------------|
| Description | Current | Year to Date |
| EMPLOYMENT INSURANCE | 0.00 | 859.85 |
| CANADA PENSION PLAN | 46.86 | 2,118.60 |
| PENSION | 1,110.06 | 6,405.18 |
| BC MEDICAL | 103.68 | 725.76 |
| EHB | 74.12 | 518.84 |
| DENTAL | 123.76 | 893.20 |
| GROUP LIFE - TCHR | 37.31 | 283.55 |
| WCB | 65.52 | 401.58 |
| EI REBATE | 0.00 | 68.62 |
| Benefits Total: | | 1,561.31 12,275.18 |

| | |
|----------------------------------|--|
| DEPOSIT DATE: 30-SEP-2009 | |
| NET PAY \$ 3,284.35 | |

Payroll Department Contacts

| | |
|--------------------------|---|
| Payroll/Benefits Manager | Christine Nolin christine_nolin@sd63.bc.ca (250)652-7380 |
| Teacher Payroll | Laurel Hill laurel_hill@sd63.bc.ca (250)652-7305 |
| CUPE/TOC Payroll | Rhonda Harper rhonda_harper@sd63.bc.ca (250)652-7318 |

MESSAGE
Absences and Teach Toc days have been processed up to Sep 18/09

Form Revision Feb 2007

Sick leave is earned at 1.5 days per month for full time teachers (G.11). A teacher can port up to 60 days sick leave when hired to another district, provided they do so within 90 days (G.1)

Teaching category (e.g. Cat 5, 5+, 6) and pay grid step (0 – 10) are now included. The equivalent of 8 months full-time work qualifies a teacher for another step on the grid, but this can only happen on September 1st and January 1st (B.27)

E.I. and C.P.P. contributions have yearly maxima. Most teachers will have paid the full amount by this time of year, and will see these deductions disappear until the New Year

All teachers currently pay 1.89% of their annual salary to the BCTF Salary Indemnity Fund (SIP). This fund is available for teachers who have used up their sick leave but are unable to work for medical reasons

BC College of Teachers fees (\$90) are automatically deducted and remitted in April for contract teachers. Teachers on leave and TOCs must arrange payment directly to the College

If you think you have found a mistake, talk to your Staff Rep (or call the STA Office) first... often we can save the busy Payroll Department a few phone calls and emails.