

May 9, 2013 QSS/OASIS Introduction to Position Control Std/Enh

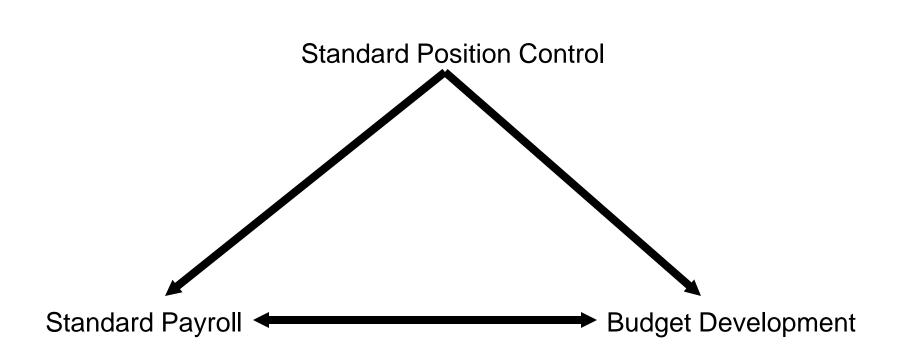
Position Control Basics

- Part of the Human Resources System within QSS/OASIS
- District setup/managed system
- Focus is on Authorized Positions rather than number or names of employees
- Helps avoid hiring without an authorized position available
- Guards against over-assignment of a position beyond its authorized FTE limit

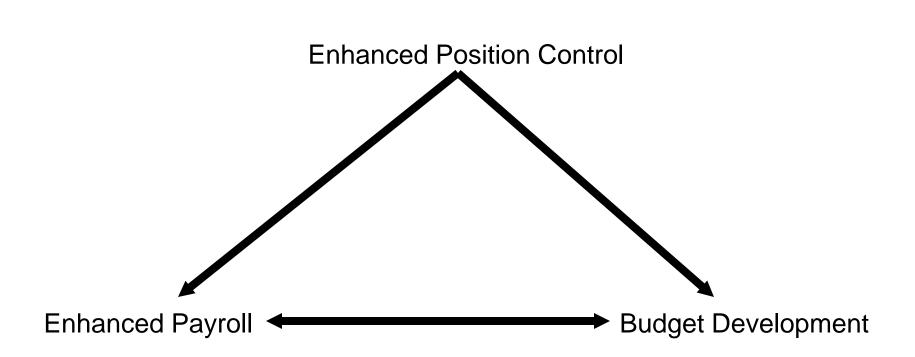
Position Control Basics (continued)

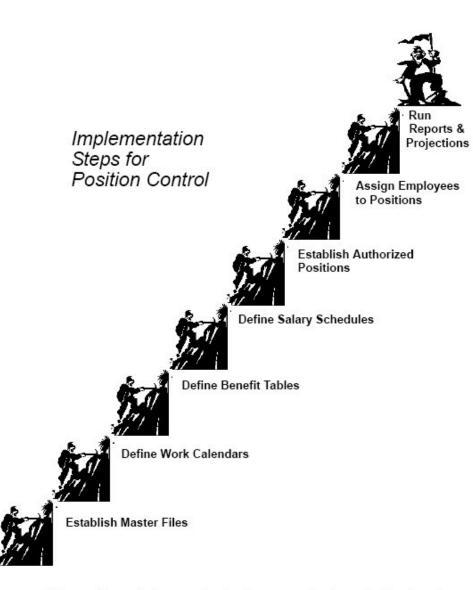
- Maintain Master Files, District Authorized Positions, and Employee Assignments
- Ability to project salaries and benefits using current data or "what-if" scenarios
- Interfaces with Budget Development
- Interfaces with Enhanced Payroll

Position Control Interfaces



Position Control Interfaces





The steps illustrated above must be taken in sequence to implement Position Control. Finish each step before you begin to work on the next step.

Position Control Master Files (HR Code Maintenance)

T HR Code Maintenance	39 - (SS DEMONSTRATION DISTRICT			(ossioasis 🔳 🗖 🔀
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						Inspect
🕑 🛅 Absence Tracking 🛛 🔼						
E Personnel	DI I 39 2008	Y Name		Code		
District (DP/C)	100 12000		- 11 C			
Location Org Level Fields (LO)		Code Range	From	Code Range	To	
Bargaining Units (BU)		1				
Board Dates (BD)	-					
Certificate Levels (CL/C)		Locations Distric	t Mastar Fila			
Certificate Types (CT/C)		Locations Distric	(Master File			
Contract Types (CD)	Code	Name	Abbr	Audit Date	Audit ID	
Control Groups (CG)	▶ 0000	Unspecified	N/A	11/11/2008	DA02	
Country/state codes (CS/C)	0001	DISTRICT BUSINESS OFFICE	DISTRICT	01/12/2009	DAPD	
E Credentials	0002	New High School	NHS	11/14/2008	RDS	
Degree Types (DT) Employee Types (EM)	0011	ALTA VISTA SCHOOL	ALTA VIS	12/20/2002	CONV	
Ethnic Codes (ET/C)	0012	ATHENOUR SCHOOL	ATHENOUR	12/20/2002	CONV	
Experience Types (EX)	0013	CARLTON SCHOOL	CARLTON	12/20/2002	CONV	
Freeze Placement Reasons (FP)	0015	DARTMOUTH MIDDLE SCHOOL	DARTMOUT	12/20/2002	CONV	-
Handicap (HA) Hospital Codes (HO)	0017	GUADALUPE SCHOOL	GUADALUP	10/29/2008	MGR	
Institutions (Colleges) (IN)	0019	LIETZ SCHOOL	LIETZ SC	12/20/2002	CONV	-
Immunization (IM)	-					
- Inservice ed component (IE)	0020	LONE HILL SCHOOL	LONE HIL	12/20/2002	CONV	
Insurance carrier (IC)	0022	NODDIN SCHOOL	NODDIN	10/04/2006	5826	
Medical Codes (ME)	0023	OSTER SCHOOL	OSTER SC	12/20/2002	CONV	
Job Categories (JB)	0026	UNION MIDDLE SCHOOL	UNION MI	12/20/2002	CONV	
Job Codes (JC)	0030	CLOSED SCHOOL SITE	CLOSED	01/18/2006	5826	
Language Codes (LA)	0040	NON REGULAR EMPLOYEES	NON REGU	12/20/2002	CONV	
Program of Graduation (PG)	0600	DISTRICT CORP.YARD	DISTRICT	12/20/2002	CONV	
Skill Codes (SK)						
- 🖅 Subject Codes (SU)						
Termination Codes (TE)						
Test Master Codes (TM)						
				Yr:2008 Dist:39	Site:1	2/24/2009 3:42 PM

Position Control Master Files (HR Code Maintenance 2)

HR Code Maintenance 2		39	- The Train USD			QSS/OASIS	
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Subject Codes (SU)							
Termination Codes (TE)	DI FY	Name	9	Code			
Test Master Codes (TM)	39 2008	~		1			
Kersonnel Action Files	2000						
Peport Codes (RC) Payroll			From	То			
Pay Codes (PC/C)		Code Ra	ange	8			
Payroll Name (PYN/C)							
Pay Schedules (PS/C)			New Salary Sci	hedules District Mas	ter File (57 items)		
Pay Types (PT/C)							
Retirement Systems (RS/C)	FY	Code 🔺	Name	Audit	Date Audit ID		^
Retirement Edits (RE/C) Arroll Profiles (PP)	► 08	01-00	test	12/12	2/2008 Dea5		
Statutory Deduction	08	01-01	TESTING 01-01	12/2/	/2008 MGR		
Deduction Schedule (DS/C)	08	01-05	TEST 0105		2/2008 Dea5	-	
Deduction Rate Table (DR)	08		TESTING		1010-10 10 10 10 10 10 10 10 10 10 10 10 10 1	-	
Bonus Codes (BC)		02-00		1/8/2		-	
Payroll Edit Rules (PE) Deduction Rule Codes (PR)	08	02-02	TESTING FROM HP3K	12/5/		_	
SMF Status Codes (SM)	08	02-03	TESTING FROM QCC	12/5/	/2008 Dea5		_
Pending Retirement Status Codes (PN)	08	03-00	testing for leanne	1/9/2	2009 Dea5		-
Vol-ded Frequency Codes (VF/C)	08	03-01	TESTING STEPS	1/8/2	2009 Dea5		
Voluntary Deductions (VD/C) Benefit Control (BCT/C)	08	03-03	TEST	1/11/	/2009 MGR	_	
Benefit Object Maps (OMAP)	08	07-00	TESTING FOR LEANNE		3/2008 Dea5	-	
Benefit H/W Maps (VMAP)	08	09-00		and Grander	3/2008 Dea5	-	
💣 Benefit Group Maps (GMAP)			test testing				
	08	10-00	CERTIFICATED		1/2008 DAPD		
Position Control Position Control Bonus Codes (PB)	08	10-20	CERTIFICATED	5/16/	/2007 5826		
Benefit Projected Rates (BPR)	08	11-00	COUNSELORS	4/17/	/2007 5826		
District Authorized Positions (DAP)	08	11-20	COUNSELORS	5/16/	/2007 5826		
- Mew District Authorized Positions (DAPN)	08	12-00	PSYCHOLOGISTS	4/17/	/2007 5826		
Salary Schedules (SS)	08	12-20	PSYCHOLOGISTS	5/16/			
New Salary Schedules (SSN) Work Calendars (WC)	08	14-00	test	11/3/			
Master File Links	08	20-00	1000000		Checkson in the second	-	
Pay Code Links (FL01)			CLASSIFIED 180 WORK DAYS		3/2008 DAPD		
- Oluntary Deduction Code Links (FL02)	08	21-00	CLASSIFIED 196 WORK DAY	4/17/			
Vol-Ded Frequency Code Links (FL03) Pay Schedule Code Links (FL04)	08	22-00	CLASSIFIED 260 WORK DAYS	4/17/	/2007 5826		
Stat Ded Profile Code Links (FL04)	08	25-00	TEST	9/5/2	2008 MGR		
Deduction Schedule Code Links (FL06)	08	26-00	TEST	9/5/2	2008 MGR		
🖃 💥 Benefits Management	08	31-00	CONFIDENTIAL	11/10	0/2008 DAPD		
Coverage Level Codes (BMLC)	08	31-10	CONFIDENTIAL	7/24/	A PERSON AND A PER		
	08	31-20	CONFIDENTIAL	5/16/			
FTE Allocation Table (BMFT)		10000000000				-	
Package Codes (BMPK)	08	32-00	FOOD SERVICE SUPERVISOR	7/24/	/2007 5826		~

Personnel/Payroll Master Files for Position Control

- Work Location
- Job Category
- Job Code
- Bargaining Unit
- Degree Type
- Contract Type
- Experience Type
- Seniority Class

Personnel/Payroll Master Files for Position Control (continued)

- Subject Code
- Program of Graduation
- Certificate Type
- Certificate Level
- Credential
- Skill Code
- Test Code
- Position Control Bonus Codes
- Payroll Bonus Codes

Work Location

Change Locations	39 - QSS DEMONSTRATION DISTRICT	QSS/OASIS	
Options			
	1 🖸 🖸 🔍		
			Change
Location Codes :	0001 : DISTRICT BUSINESS OFFICE		
Location Number :	0001		
Туре :	Work & Pay Locations		
Name :	DISTRICT BUSINESS OFFIC Abbrev DISTRICT		
Street:			
City :			
State :			
Contact :			
Phone :			
Organization Levels			
COMP1 C	OMP2 COMP3 COMP4		
01 🔽 0			
basE LEVEL 01.000	00.0.000 (BASE01)		
- Audit Information -			
ID: D	APD Date: 01/12/2009 Time: 07:48:08 AM		
	Yr:2008 Dist:39 Site	2/24/2009	3:45 PM

Job Category

Change Job categories 39 -	QSS DEMONSTRATION DISTRIC	t qss/oasis 🔳 🗖 🔀
Options		
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		Change
Selected Codes :	0001 : TEACHER	-
Code :	0001	
Name :	TEACHER	
Abbreviation :	TEACHER	
C Audit Information		
ID: LCI9	Date: 3/10/2003 Time	e: 14:33
	Yr:2008 Dist:39 Site:1	2/24/2009 3:49 PM

Job Code

Change Job codes	39 - QSS DEMONSTRATION DISTRICT	QSS/OASIS	
Options			
			Change
	Job Codes : 000008 : PRINCIPAL, MIDDLE SCHOOL		
	Job Code : 000008		
	Name: PRINCIPAL, MIDDLE SCHOOL		
	Abrev : MSPRINCP EEO(1) : EEO(2) :		
	Job Category : 0010 - MANAGEMENT		
Credentials/Educa	ation Subjects/Skills Test Info	rmation/Experience	·
Credentials	Education		
	Code: Degree Type:		
	Program:		
F Required C	Code: Degree Type:		
	Required Program:		-
E Required C	Code: Degree Type:		<u> </u>
	☐ Required Program:		•
-			
L			-
Γ	Audit Information		
	ID: CONV Date: 12/20/2002 Time: 03:20:00 PM		
	Yr:2008 Dist:39 Site	2/24/2009	3:51 PM

Bargaining Unit

Change Bargaining units 39 - QSS DEMONSTRATION DISTRICTQSS/OASIS	
Options	
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	Change
Selected Codes : 02 : CLASSIFIED SCHOOL EMPLOYEES - Code : 02	
Name: CLASSIFIED SCHOOL EMPLOYEES	
Abbreviation : CSEA	
Audit Information	
ID: LCI9 Date: 3/10/2003 Time: 14:17	
Yr:2008 Dist:39 Site:1 2/24/200	9 3:52 PM

Degree Type

Change Degree types 39 -	QSS DEMONSTRATION DISTRICT	QSS/OASIS	
Options			
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			Change
Selected Codes :	MA : MASTERS DEGREE	•	
Code :	MA	_	
Name :	MASTERS DEGREE		
Abbreviation :	MASTER		
- Audit Information			3
ID: LCI9	Date: 3/11/2003 Time:	12:57	
	Yr:2008 Dist:39 Site:1	2/24/2009	4:27 PM

Contract Type

Change Contract type 39 -	QSS DEMONSTRATION DISTRICT	QSS/OASIS	
Options			
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			Change
Selected Codes :	MG : MANAGEMENT	•	
Code :	MG		
Name :	MANAGEMENT		
Abbreviation :	MGMNT		
- Audit Information			
ID: LCI9	Date: 11/27/2002 Time:	8:06	
	Yr:2008 Dist:39 Site:1	2/24/2009	4:46 PM

Experience Type

Change Experience type39	QSS DEMONSTRATION	I DISTRICTOSS/OASIS	; 💶 🖂
Options			
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			Change
Selected Codes :	BB : TESTING ADD	•	
Code :	BB		
Name :	TESTING ADD		
Abbreviation :	BB		
- Audit Information			
ID: RDS	Date: 11/6/2008	Time: 9:52	
	Yr:2008 Dist	:39 Site:1 2/24/20	09 4:47 PM

Seniority Class

Change Seniority class 39 - QSS DEM	ONSTRATION DIST	rict q	SS/OASIS	
Options				
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				Change
Selected Codes : 37 : SECR	ETARYI		•	
Code : 37				
Name: SECRETA	RY I			
Abbreviation : SECT I				
- Audit Information				
ID: DCDG Date: 9/13	3/2007	Time: :		
	Yr:2008 Dist:39 9	ite:1 2	2/24/2009	4:48 PM

Position Control Bonus Codes

🖹 Change - Position Cntl Bonus Codes 🛛 39 - QSS DEMONSTRATION DISTRICT 🛛 QSS/OASIS 🔳 🗖 🔀
Options
Change
Code: 08 : PDMVAC -
Year: 08 Code Value: PDMVAC
Name: PER DIEM IN LIEU OF VACATION Abbr: PER DIEM
Type: Per-Diem Manua V D-P Flag: Dollar V Rule: V Bonus Class: V
Prorate: Use FTE: Include in History:
Payroll Load: Amount showr 🗸 Load Pay Type:
Default Payroll Bonus Code: PDMVAC
Level Amount Bonus Code Level Amount Bonus Code
1. 2
3. 4. 6
5. 6. 6.
7 8 8 7.
3.
11.
13.
15.
17.
19. 20. 20.
Yr:2008 Dist:39 Site:1 2/25/2009 8:33 AM

Payroll Bonus Codes

n Change Bonus Code Values	39 - QSS DEMONSTRATION DISTRICT	QSS/OASIS 📃 🗖 🔀
Options	ALC IN TRACING	
🚽 🗙 🗋 🗙 🖬 🚺 🖸		
		Change
	Code Value: 08 : PDMVAC	
Year: 08	Code Value: PDMVAC	
	Name: PER DIEM IN LIEU OF VACATION	
	Abbr: PDMVAC	
	Stub Name: PER DIEM IN LIEU OF VACATION	
	D / P Flag: Dollar 💌 Bonus Amount: 0.0)0
Use FTE in Bonus	Calculation?:	
P	ay / Ret Flag: 📃 💌	
Boni	us Rate Type: Lump s 💌	
Manually B	Enter Amount: 🥅	
Loaded from Po	isition Control: 🦵	
R	letirement PC: 9	
R	tetirement CC: 6	
	RFU Flag-09: 🥅	
	RFU Flag-10: 🥅	
	Yr:2008 Dist:39	Site:1 2/25/2009 8:35 AM

Work Calendars

Change Work Calendars	07 - QSS DEMONSTRATION DISTRICT QS	S/OASIS
	2 7	
	Legend	Change
Calendar Codes : 05 : 0100 Fiscal Year : 05 Code value : 010	Begular Work Day (BW) [248] 📕 Non-work Day (NW) [104] 📃 Special Non-work Day (SN) [1]	
Using Calendar :	Half Day (HW) [0] Paid Holiday (PH) [12] Customize Hide Codes	
Name: CLASSIFIED 12 MONTH	Hrs/Day: 8.00 Mo/Yr: 12.00 Payroll Days 0.00	
Work: 248.00	Holiday: 12.00 Total: 260.00	
Contract Dates : 07/01/2004 💌 to		
July - October '04	November - February '05 March - June '05	
July '04	August '04 September '04 October '04	
#Pd/WK: 22.00/21.00	Hugust 04 Deptember 04 October 04 #Pd/WK: 21.00/21.00 #Pd/WK: 22.00/21.00 #Pd/WK: 21.00/21	.00
S M T W T F S	SMTWTFS SMTWTFS SMTWTF	S
1 2 3 RW RW NW	1 2 3 4 5 6 7 1 2 3 4 1 1 NW SN RW RW RW RW NW NW RW	2 NW
4 5 6 7 8 9 10	8 9 10 11 12 13 14 5 6 7 8 9 10 11 3 4 5 6 7 8	9
NW PH RW RW RW RW NW 11 12 13 14 15 16 17	NW RW RW RW RW NW NW PH RW RW RW NW NW RW RW<	NW 16
NW RW RW RW RW NW 18 19 20 21 22 23 24	NW RW RW RW RW NW RW RW RW RW RW NW NW NW RW RW<	NW 23
NW RW RW RW RW RW NW	ZZ Z3 Z4 Z5 Z6 Z7 Z8 T9 Z0 Z1 Z2 Z3 Z4 Z5 T17 T8 T9 Z0 Z1 Z2 Z3 Z4 Z5 T17 T8 T9 Z0 Z1 Z2 Z3 Z4 Z5 T17 T8 T9 Z0 Z1 Z2 NW RW R	
25 26 27 28 29 30 31	29 30 31 26 27 28 29 30 24 25 26 27 28 29	30
NW RW RW RW RW NW	NW RW RW<	NW
⊢ Audit Inform	nation	
	ID: DEA1 Date: 11/03/2010 Time: 10:48:50 AM	
	Yr:2005 Dist:07 Site:1 GS: W 10/27/	2011 10:09 AM

Work Calendars (continued)

👔 Change Calend	dar		39 - (255 DEM	DNSTRAT	ION DISTRICT	Q	S/OASIS	_ 🗆 🗙
Options									
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S	,	July '07 T	W	#Pd/	W1x: 22. F	00/21.00 S	Hide Code:	3	
	2 RW	3 RW	4 РН	5 RW	6 RW	7 NW	Half Day (H		1]
8 NVV	9 RW	10 RW	11 RW	12 RW	13 RW	14 NW	Paid Holida	n-work Day (SN)	[0]
15 NW	16 _{RW}	17 RW	18 _{RW}	19 RW	20 RW	21 NW	Current Selection		
22 NW	23 RW	24 RW	25 RW	26 RW	27 RW	28 NW		(None)	
29 NW	30 RW	31 ^{RW}						o Changes nges/ <u>N</u> ext Montl	n
								o Changes cel/Close	
						Yr:2008 Dist	:39 Site:1 GS: W	5/7/2013 7	:59 AM

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Work Calendars (continued)

🛱 Custo	mize Color Legends		
	Regular Work Day (RW)	Change	Apply
	Half Day (HW)	Change	
	Non work Day (NW)	Change	Cancel/Close
	Paid Holiday (PH)	Change	Restore Defaults
	Special non work day (SN)	Change	
_			

Benefit Tables

Cha	nge Benefit (Controls		39	QSS DEMONSTRATION DISTRICT	QSS/OASIS	
Options							
	< 🗋 🗡			🗏 🤤			
							Change
	Benefit N	lames Distr	icts :	39 - The Train I	JSD Masks : 1 💌 Apply	<u>U</u> ndo	1
1	STRS	13 PERS-LS					
2		14		Dist No.	Dist Name	Mask	<u> </u>
2	PERS	14		31	DISTRICT 31	0	_
3	FICA	15		34	QSS Testing District	0	
А	H/W	16		35	QSS Testing District	0	
				36	QSS Testing District	0	
5	SUI	17		37	Siskiyou C.O.E.	0	
6	WCOMP	18		38	QSS Test District	0	
7		19 PARS		▶ 39	The Train USD	1	
1		15 PARS		40	TESTING DIST	0	
8	PERS B/O	20		41	PIEDMONT HEIGHTS C.O.E.	2	
9	MEDICARE	21		51	QS5 TEST DISTRICT 51	0	
10		22		57	SMARTVILLE UNIFIED SAMPLE DIST	1	
10		22		59	DISTRICT IS MAXIMUM CHARS = 30	0	
11	CASH-OUT	23		61	TESTING	0	
12	PERS RLR	24		65	QSS Documentation District	0	~
				· · · ·			
		⊢ Audit Ir	formati	ion			
Tex	:1	Addit if			D. (
			IL): DAPD	Date: 12/11/2008 Time: 03:52:07 PM		
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Benefit Tables (continued)

8	Chang	ge Benefit O	bject Maps	39 - QSS DEMO	ISTRATION DISTRICT	QSS/OASIS	
Op∣	ions :						
	×						
							Change
		[Codes : 00001000				
			District : 39 - The Train USD	_	Object : 00001000		
ſ			1 - 12	ľ	13-24		
		Name	Dr		Cr		
	1.	STRS	00003101 - STRS EMPLOY 💌		00009511 - STRS LIABILITY -		
	2.	PERS	00003201 - PERS EMPLOY 💌		00009512 - PERS LIABILITY -		
	3.	FICA	00003301 - SOCIAL SECURI 👻		00009513 - SOCIAL SECURI 👻		
	4.	H/W	00003401 - H/W EMPLOYE -		00009514 - H/W LIABILITY -		
	5.	SUI	00003501 - SUI EMPLOYER -		00009515 - SUI LIABILITY -		
	6.	WCOMP	00003601 - WORKER'S CO 👻		00009516 - WORKERS CO -		
	7.		· · · · · · · · · · · · · · · · · · ·		-		
	8.	PERS B/O	00003201 - PERS EMPLOY -		00009517 - PERS-BO LIABI 👻		
	9.	MEDICARE	00003311 - MEDICARE EM		00009513 - SOCIAL SECURI -		
	10.				-		
	11.	CASH-OUT					
	12.	PERS RLR	00003801 - PERS RLR -		00008092		
					· —		
018			Audit Information				
			ID: DAPD	Date: 03/2.	2/2008 Time: 02:44:09 PM		
					Yr:2008 Dist:39 Si	te:1 2/25/2009	8:12 AM

Benefit Tables (continued)

+ Add Health/Welfare Benefit Maps	39 - QSS DEMONSTRATION DISTRICT	ossioasis 🔳 🗖 🔀
Options		
		Add
Codes :	_	
District : 39 - The Train USD		
	Object: 0000100¢	
Page 1 Page 2 Page 3 Page 4	Page 5 Page 6 Page 7 Page 8 Pag	ge9 Page10
No Vd. Name Dr	Cr	
1. 8320 - V MEDICARE 000003311 V	00009513 💌	
2.	_	
3.	_	
4.	_	
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6. 🔽		
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8. • • •		
10. • 11. • 12. •		
12.		
	Yr:2008 Dist:39 Site:1	2/25/2009 8:18 AM

Benefit Tables (continued)

1	Ch	ange - Benefit	Projected Rates		3	9 - QSS DEMONSTRA	TION DISTRICT		QSS/OASIS	
Q₽	tions	5								
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										Change
		\Y	rear: 08							
-	٨dd	New/Edit								
		cept L	Line: 1							
В	enel	fit Name 🛛 Base T	Type Base Amt/3	🖇 🛛 Limit An	nount PT	Project	Amt/% Hei #	ference Name		
Γ	Л	Percent	.0500	0.00		• 0.00	05 -			
						0		-		
	Ln	Benefit Name	Base Type	Base Amt	Limit Amt	PT Projection Amt/%	Reference #	Reference Name		~
Þ	1	UI	Percent	.0500	0.00	0.00	05	SUI		
_	2	WC	Percent	3.1219	0.00	0.00	06	WCOMP		
	3	STRS	Percent	8.2500	0.00	0.00	01	STRS		
_	4	PERS	Percent	9.3060	0.00	0.00		PERS		
	-	FICA	Percent	6.2000	90000.00	0.00	03	FICA		
	6	MC	Percent	1.4500	0.00	0.00		MEDICARE		
_	7	PERSRLR	Percent	3.7140	0.00	0.00	12	PERS RLR		
_	-	H&WCERT	Voluntary	6720.00	0.00	0.00	04	H/W		
	9	H&WCERT2	Voluntary	9200.00	0.00	0.00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	H/W		
	-	H&WCERTF	Voluntary	11700.00	0.00	0.00		H/W		
_	-	H&WCLASS	Voluntary	6936.00	0.00	0.00		H/W		
_		H&WMGMNT	Voluntary	16020.00	0.00	0.00	and and a second se	H/W		
	-	H&WCLA52	Voluntary	9200.00	0.00	0.00		H/W		
_		H&WCLASE	Voluntary	11700.00	0.00	0.00	04	H/W		
-	15	-								
-		slot-16	Dollar (Prorated by FTE	5000.00	0.00	0.00		H/W		
-		PARS	Percent	2.0000	0.00	0.00	19	PARS		
-	18									
_	19			1						
-	20									
8	21									
<u> </u>	22			-			-			
-	23					-				
-	24				1					
÷	25	-	8			1				
-	26									
-	27	5								
÷	28									
-	29									100
	30	i				li i	1			<u> </u>
								Yr:2008 Dist:39 Site:1	2/25/2009	8:22 AM

Salary Schedules

Schedule Calculation Factors (Std)

Salary Schedules (SS)	07 - QSS UNIFIED SCHOOL DISTRICT	QSS/OASIS 📃 🗖 🔀
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First Step Last Step Range Type	Advancement	
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Schedule Type Advance On	Cutoff Date	
M - Monthly V F - Fiscal start V	12/31/2003	
Calculate Increase Step Delta-	Range Delta	
Cum 2 - 'Snake'	6,0000 \$ 6,0000	
Rounding Rule		
1 - Round to \$>.49		
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Salary Schedules

Schedule Calculation Factors (Enh)

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Salary Schedules Payroll Interface Rules (Std)

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Salary Schedules

Payroll Interface Rules (Enh)

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Salary Schedules Bonuses (Std)

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- Longevity Bonus Information			
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6 00 / .0000	7 00 / .0000 8 00 / .0000 9 00 / .0000	10 00 / .000	-
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Salary Schedules Bonuses (Enh)

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Steps and Ranges (Std)

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0006 5,641.00	5,979.00 6,3	38.00 6,718.00	7,121.00		
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Steps and Ranges (Enh)

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ii FY 9 2008 chedule Model 2 • 00	Start Date 7/1/2007 Name	End Date 6/30/20 260 WORK DA	108 22-	Schedules in 200 00 : CLASSIFIEI	500	Bargaini			-
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Salary Schedules Benefits (Std/Enh)

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	2	WC		Р	3.1219	0.0	0	0.0000	06	WCOMP	
	3	STRS		Р	8.2500	0.0	D	0.0000	01	STRS	
	4	PERS		Р	9.3060	0.0	D	0.0000	02	PERS	
	5	FICA		Р	6.2000	90,000.0	D	0.0000	03	FICA	-
	6	MC		Р	1.4500	0.0	0	0.0000	09	MEDICAR	
	7	PERSRLR	~	Р	3.7140	0.0	D	0.0000	12	PERS RLF	Î.
	8	H&WCERT		V	6,720.00	0.0	D	0.00	04	H/W	
	9	H&WCERT2		V	9,200.00	0.0	D	0.00	04	HAW	
	10	H&WCERTF		V	11,700.00	0.0	0	0.00	04	H/W	
	11	H&WCLASS	~	V	6,936.00	0.0	D	0.00	04	H/W	
	12	H&WMGMNT		V	16,020.00	0.0	D	0.00	04	H/W	
	13	H&WCLAS2		V	9,200.00	0.0	D	0.00	04	H/W	
	14	H&WCLASF		V	11,700.00	0.0	0	0.00	04	H/W	~

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District Authorized Positions Description (Std)

Select Position: 123456 : Accounting Clerk Position Number: 123456 Name: Accounting Clerk Position Number: 123456 Name: Accounting Clerk Job Code: 123456 - ACCOUNT CLERK Job Category: 0040 - 54MULTI MEDIA TECHNICIAN Supervising Position: 000000 - Description: Requirements 1 Requirements 2 Account Distribution Benefits Employee List			
Job Code: 123456 - ACCOUNT CLERK Job Category: 0040 - 54MULTI MEDIA TECHNICIAN Supervising Position: 000000 -			
Job Category: 0040 - 54MULTI MEDIA TECHNICIAN			
Supervising Position: 000000 · ·			
escription Requirements 1 Requirements 2 Account Distribution Benefits Employee List			
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Position Start: 07/01/2004 End: / / Application Open: / / Close: / / / / Close: / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / / <th <="" th=""> <th <<="" td=""><td></td></th></th>	<th <<="" td=""><td></td></th>	<td></td>	
Status: Vork Location: 0001 - LINCOLN SCHOOL 🗸			
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Months/Year: 12.00 Days/Year: 261.00 Hours/Day: 8.00 Days/Week: 5 Work Shift:			
Placement: • 03 C - Calculate	•		
Projection Amt: 0.00 Position Benefits: Disallow Job Sharin	g:		
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Contract Type: Experience Type: Seniority Class:			

District Authorized Positions Description (Enh)

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	Select Position:	000023 : COUNSI	ELOR		~			
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	Job Code:	000010 - COUNSI	ELOR		~			
	Job Category:	0012 - PUPIL PER	SONNEL SERVI	CES	~			
	Supervising Position:	000199 - PRINCIP	AL, MIDDLE SCH	100L	~			
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District Authorized Positions Requirements 1 (Std/Enh)

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	Select Position:	000023 : COUNSELOR		/	
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	Job Code:	000010 - COUNSELOR	•	/	
	Job Category:	0012 - PUPIL PERSONNEL SERVICE	S		
	Supervising Position:	000199 - PRINCIPAL, MIDDLE SCHO	IOL 💽		
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District Authorized Positions Requirements 2 (Std/Enh)

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		Job Code:	000010 - COUNSELO	R		*			
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District Authorized Positions

Account Distribution (Std/Enh)

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			Positio	on N	lumber:	000023 Name: COUNSELOR							
				Jol	b Code:	000010 - COUNSELOR	00010 - COUNSELOR						
			Jol	ь Са	ategory:	0012 - PUPIL PERSONNEL SERVICES							
			Supervisir	ng F	osition:	000199 - PRINCIPAL, MIDDLE SCHOOL.							
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District Authorized Positions Benefits (Std/Enh)

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			Job Ca	tegory:	0012 - PUPIL PERS	SONNEL SERVICES		*						
Supervising Position: 000199 - PRINCIPAL, MIDDLE SCHOOL														
Description Requirements 1 Requirements 2 Account Distribution Benefits Employee List														
Descr	iption	Requirements 1	Require	ements 2	2 Account Distributio	on Benefits Emplo	yee List							
	Line	Benefit Name	Select	Base Type	Base Amount/%	Limit Amount	Projection Type	Project Amount		Reference #	Reference Name	Vol. Ded. #		
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	2	WC		Р	3.1219	0.00			0.00	06	WCOMP			
	3	STRS		Ρ	8.2500	0.00			0.00	01	STRS			
	4	PERS		Р	9.3060	0.00			0.00	02	PERS			
	5	FICA		P	6.2000	90,000.00	-		0.00	03	FICA			
	6	мс		Р	1.4500	0.00			0.00	09	MEDICARE			
	7	PERSRLR		Ρ	3.7140	0.00			0.00	12	PERS RLR			
	8	H&WCERT		V	6,720.00	0.00			0.00	04	H/W			
	9	H&WCERT2		V	9,200.00	0.00			0.00	Contract in the second s	H/W	_		
	10	H&WCERTF		V	11,700.00	0.00			0.00		H/W			
	11	H&WCLASS		V	6,936.00	0.00			0.00	04	H/W			
	12	H&WMGMNT		V	16,020.00	0.00			0.00		H/W			
	13	H&WCLAS2		V	9,200.00	0.00			0.00	20-10-1	H/W			
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District Authorized Positions Employee List (Std/Enh)

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Supervising Position:	000199 - PRINCIPAL, MIDDLE SCHO	IOL 💌		
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Employee Maintenance Main Demographic (MA)

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Employee Maintenance Position Assignment (PO)

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Pos Code Description	Job Code	Location	Days
123456 Primary Accounting Cler	ACCT CLK (123456)	LINCOLN SCHOOL (0001)	260.00
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Employee Maintenance

Position Assignment (EA)

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	192.00 6.50 5 11 C 11 C	Adv Date	Benefits										
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Position Control Base Salary Formulas

Schedule Type

- Hourly: Rate x Hours/Day x Days/Year
- Daily: Rate x Days/Year
- Monthly: Rate x Months/Year x FTE
 - Yearly: Rate x FTE

Position Control Job Menu

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# Position Control Projection Reports/Processes

Salary Projection Report (PPS300)

**Benefit Projection Report (PPS400)** 

Scattergram Projection Report (PPS200)

Create Budget TFRs from Salary/Benefit Projection (PPS710)

Salary Projection Report File Options		<u> </u>
Main* Additional Selection Account Selection Report Parameters		
Projection For Year: 08		
Use Schedules For Year: 08		
Use Employee Records Year: 08		
Do Step Advancement:		
Selection:     All Schedules       Percentage:     0.0000		
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	Projection For Year: 08		
	Use Schedules For Year: 08		
	Use Employee Records Year: 08		
	Do Step Advancement:	*1	
	Selection: Bargaining Unit	<b>_</b>	
	Percentage: 0.0000		
Select Bargaining Units 01 UNION DISTRICT EDU. ASSN		Line Barg Unit % Proj	-1
02 CLASSIFIED SCHOOL EMPLOYEES 03 CONFIDENTIAL/SUPERVISORY	Percentage: 0.0000	1	
04 MANAGEMENT 05 NO UNIT	Add	2	
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10-00 COUNSELORS Remove 4	
12-00 PSYCHOLOGISTS 5	
20-00 CLASSIFIED 180 WORK DAYS 21-00 CLASSIFIED 196 WORK DAY	
22-00 CLASSIFIED 260 WORK DAYS	
26-00 TEST 8	
31-00 CONFIDENTIAL 32-00 FOOD SERVICE SUPERVISOR	
33-00 41-00 MANAGEMENT 214 DAYS 42 00 CEDITIESATED MCMAIL 201 DAYS	
42-00 CERTIFICATED MGMNT 221 DAYS 43-00 CLASSIFIED MANAGEMENT 221 DA 1	
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Report Codes:
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#### Salary Projection Report Parameters

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#### **Benefit Projection Report Parameters**

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#### Scattergram Projection Report Parameters

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File Options		
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Main* Additional Sele	ection Account Selection Report Parameters	/
	Report Title:	
	Total FTE for Positions Active On: 07/01/2007 🔹 Include Open: 🗖	
	Hire Date Range: 7 / 🔽 - 7 / 💌	
	Print Salary: 🔽 Print Benefits: 🔽 Print FTE: 🔽 Base pay Only: 🗖	
	Select Restrictions: Combined	
	Detail Report by Account:  OPEB/GASB Breakout:  Benefit classes:	
	Detail Report by Account:  OPEB/GASB Breakout:  Benefit classes:	
	Valid Benefit Classes	
	01/STRS 02/PERS 03/FICA 04/H/W 05/SUI 06/WCOMP 08/PERS B/O 09/MEDICARE 11/CASH-OUT 12/PERS RLR	
	06/WCOMP 08/PERS B/O 09/MEDICARE 11/CASH-OUT 12/PERS RLR 13/PERS-LS 19/PARS	

#### **Create Budget Transfers Job Parameters**

Create Budget Transfers	_ 🗆 🗙		
<u>File</u> <u>Options</u>			
Main Additional Selection Account Selection Job Parameters			
Report Title:			
Run Mode: Proof Report Only			
Compute Option: Salaries Only			
Select Benefits To Project			
STRS 🔽 PERS 🔽 FICA 🔽 H/W 🔽 SUI 🔽 WCOMP 🔽			
🗖 PERS B/O 🔽 MEDICARE 🔽 🦷 CASH-OUT 🔽 PERS RLR 🔽			
PERS-LS 🔽 🗖 🗖			
Rounding Rule: None			
Difference Threshold: 0.00			
Posting Date: 04/11/2011   Description:			
Maximum Detail Lines per BT: 120			
Approved/Unapproved Flag: Unapproved 🔽			
Create New BT for each Balance Sheet: 🥅			
Create Balanced BT's 🔽			
Object to Balance Transaction: 9790 FUND BALANCE			
Zero Pay/Ben Accts if not Projected:			
Vr:2008 Dist:39 Site:1 4/11/20	11 8·42 PM		