



EMPLOYER
EDUCATION



Annual Reporting for ESS Users

50-373, 6/24/0

Agenda



- Annual report availability and due date
- Completing your annual report
- Additional reporting requirements

STRS OHIO
EMPLOYER
EDUCATION

STATE TEACHERS RETIREMENT SYSTEM OF OHIO
Annual Reporting for ESS Users

Availability and Due Date



- July 1 – Annual reports available in ESS
- First Friday in August – Annual reports due (no extensions granted)
- Due date – Aug. 2, 2024



Completing Your Annual Report

Employer: Ohio Local Schools	Work Report Type: Regular	Report Period: 7/1/2023-6/30/2024	# of Participants:
Billing Location: 9202	Work Report Status:	Identifier: #228850678 - 2020-07 9202_Ann...	# of Rows:
Report Source: Annual	Report Start Date:	Pay Date: 06/30/2024	Billing Type: Contribution
Date Released:	Date Received:	Trans#: 228850678	Agreement: 9202_Annual Reporting_01
User Released:	Batch No:	Updated By: BENLOAD	

Tools	Actions	SSN	Participant Name	Report Stop Date	Report Type	Record Status	Pre tax employee contribution	After tax employee contribution	Accrued contribution amount	Service credit	Annual - Fiscal End / Backposting - Fiscal Start / Payroll - Fiscal End	Membership Type Code	Notes
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	123-45-6789	AHMED, A	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	987-65-4321	NANDINI, N	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	102-30-4050	XUN, X	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00	2024		
		Page Totals							\$0				
		Report Totals							\$0.00				



What to Include in the Report

- ✓ Name
- ✓ Social Security number
- ✓ Total contributions (taxed or tax-deferred)
- ✓ Accrued contributions
- ✓ Service credit (active members only)
- ✓ Member type (active or reemployed retiree)

Accrued Contributions

- Earned by June 30; paid after July 1
- Only payments made in July and August



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Annual Reporting for ESS Users

Service Credit

The screenshot shows the STRS Ohio Employer portal. At the top, there is a search bar and navigation links for 'CONTACT' and 'REGISTER'. Below this is a main navigation bar with links for 'SECURE FILE UPLOAD', 'PAYMENT REMITTANCE', 'EMPLOYER REPORTING', 'RESOURCES', and 'MEMBER'. The 'RESOURCES' link is circled in red. A dropdown menu is open under 'RESOURCES', showing categories: 'News', 'Education & Training', 'Publications', 'Forms', 'EMPLOYER SELF SERVICE (ESS)', 'Registration', 'Employer Self Service (ESS)', and 'Instructions'. A red arrow points to the 'Service Credit' link under the 'CALCULATORS' section. Other links in the 'CALCULATORS' section include 'Current Leave of Absence Cost', 'Interest on Backpostings', and 'Pickup-on-Pickup'. A 'REGISTER NOW' button is visible at the bottom left of the page. The 'EMPLOYER EDUCATION' logo is in the bottom right corner.

Accessing Your Annual Report

- Live demonstration

The slide features a large title 'Accessing Your Annual Report' and a single bullet point '• Live demonstration'. The background has a faint graphic of a tree with dollar signs. The 'EMPLOYER EDUCATION' logo is in the bottom right corner.

STATE TEACHERS RETIREMENT SYSTEM OF OHIO
Annual Reporting for ESS Users

Accessing Your Annual Report

The screenshot shows the STRS Ohio website home page. The navigation bar includes: Home, Make a Payment, New Hire Notification, Reemployed Retiree Notification, Employer Reports, Deposit & Service Reports, Withdrawal Certification, and Documents. The main content area is divided into three sections:

- Additional Tools:** A list of links including Direct Debit Set Up, Employer Contacts, Employment Verification Reports, Estimated Payroll, GASB Reports, Online Death Notification, Pay Date Calendar, Payroll Summary, Pickup Plan Information, Request Access, Training Registration, and Violation Period Certification.
- Outstanding Reports:** A table with columns for Report Type and Number of Reports. The 'Annual Report' row is circled in red.
- Current Obligations:** A table with columns for Due Date, Description, and Amount. It lists two items: 'STRS Ohio event fee' for \$25.00 and 'Payroll-reported contributions due' for \$281.90.

At the bottom right, there is a 'News & Alerts' section.



Accessing Your Annual Report

The screenshot shows the 'Employer Reports' page on the STRS Ohio website. The navigation bar includes: Home, Make a Payment, New Hire Notification, Reemployed Retiree Notification, **Employer Reports**, Deposit & Service Reports, Withdrawal Certification, and Documents. The page features a filter section with dropdown menus for Trans Type (All), Status (Open), and Work Report Status (Initial). There are buttons for 'New Report', 'One Time Payment', and 'Payment History'. Below the filters is a table of reports:

Tools	Inserted Date	Work Report T...	Report Status	Report Source	Date Released	Pay Date	Trans Identifier	Trans #	Work Report Total
Actions	07/01/2024	Regular	Initial	Annual		06/30/2024	Work Report: Jul-2024		\$0.00
Details	7	Regular	Initial	Payroll		06/30/2024	Payroll: 2024-06-30		\$1,189.24

A red circle highlights the 'Edit' button in the 'Tools' column of the second row, with a red arrow pointing to it.



STATE TEACHERS RETIREMENT SYSTEM OF OHIO
Annual Reporting for ESS Users

Completing Your Annual Report

Employer:	Ohio Local Schools	Work Report Type:	Regular	Report Period:	7/1/2023-6/30/2024	# of Participants:	
Billing Location:	9202	Work Report Status:		Identifier:	#228850678 - 2020-07 9202_Ann...	# of Rows:	
Report Source:	Annual	Report Start Date:		Pay Date:	06/30/2024	Billing Type:	Contribution
Date Released:		Date Received:		Trans#:	228850678	Agreement:	9202_Annual Reporting_001
User Released:		Batch No.:		Updated By:	BENLOAD		

Summary		Detail											
Barg Unit Id:	9202_AR_001 - 9202_Annl	Exception Filter:	Please Select										
Add Member		Delete Selected											
Tools	Actions	SSN	Participant Name	Report Stop Date	Report Type	Record Status	Pre tax employee contribution	After tax employee contribution	Accrued contribution amount	Service credit	Annual - Fiscal End / Backposting - Fiscal Start / Payroll - Fiscal End	Membership Type Code	Notes
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	123-45-6789	AHMED, A	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00		2024	
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	987-65-4321	NANDINI, N	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00		2024	
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	102-30-4050	XUN, X	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00		2024	
		Page Totals						\$0					
		Report Totals						\$0.00					



Test Your Knowledge

Ahmed:

- Full-time teacher
- \$52,000 base contract
- \$0 supplemental earnings
- Paid over 26 pays
- 184 days worked
- First day worked: Aug. 16, 2023
- Last day worked: June 7, 2024



Payroll (Full Time) for Ahmed

Pay Date	Amount	Accrued	Pay Date	Amount	Accrued
7/7/23	\$0.00		2/2/24	\$280.00	
7/21/23	\$0.00		2/16/24	\$280.00	
8/4/23	\$0.00		3/1/24	\$280.00	
8/18/23	\$0.00		3/15/24	\$280.00	
9/1/23	\$280.00		3/29/24	\$280.00	
9/15/23	\$280.00		4/12/24	\$280.00	
9/29/23	\$280.00		4/26/24	\$280.00	
10/13/23	\$280.00		5/10/24	\$280.00	
10/27/23	\$280.00		5/24/23	\$280.00	
11/10/23	\$280.00		6/7/24	\$280.00	
11/24/23	\$280.00		6/21/24	\$280.00	
12/8/23	\$280.00		7/5/24	\$280.00	Y
12/22/23	\$280.00		7/19/24	\$280.00	Y
1/5/24	\$280.00		8/2/24	\$280.00	Y
1/19/24	\$280.00		8/16/24	\$280.00	Y



Pretax Contributions

Calculate Pretax Contributions	
Base contract amount	\$52,000
x Member contribution rate	x 14%
Pretax contributions	\$7,280



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Annual Reporting for ESS Users

Accrued Contributions

Step 1 — Calculate Accrued Earnings

Base contract amount	\$52,000
– Contract earnings paid by June 30	– 44,000
Accrued earnings	\$8,000

Step 2 — Calculate Accrued Contributions

Accrued earnings	\$8,000
x Member contribution rate	x 14%
Accrued contributions	\$1,120



Completing Your Annual Report

Employer:	Ohio Local Schools	Work Report Type:	Regular	Report Period:	7/1/2023-6/30/2024	# of Participants:	
Billing Location:	9202	Work Report Status:		Identifier:	#228850678 - 2020-07 9202_Ann...	# of Rows:	
Report Source:	Annual	Report Start Date:		Pay Date:	06/30/2024	Billing Type:	Contribution
Date Released:		Date Received:		Trans#:	228850678	Agreement:	9202_Annual Reporting_001
User Released:		Batch No.:		Updated By:	BENLOAD		

Tools	Actions	SSN	Participant Name	Report Stop Date	Report Type	Record Status	Pre tax employee contribution	After tax employee contribution	Accrued contribution amount	Service credit	Annual - Fiscal End / Backposting - Fiscal Start / Payroll - Fiscal End	Membership Type Code	Notes
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	123-45-6789	AHMED, A	06/30/2024	Annual Report...		\$7,280.00	\$0.00	\$1,120.00	1.00	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	987-65-4321	NANDINI, N	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	102-30-4050	XUN, X	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00	2024		
Page Totals									\$0				
Report Totals									\$0.00				



Test Your Knowledge

Nandini:

- Part-time substitute
- Nine days worked

Payroll (Part Time) for Nandini

Pay Date	Amount	Accrued	Pay Date	Amount	Accrued
7/7/23	\$0.00		2/2/24	\$0.00	
7/21/23	\$0.00		2/16/24	\$0.00	
8/4/23	\$0.00		3/1/24	\$25.00	
8/18/23	\$0.00		3/15/24	\$0.00	
9/1/23	\$0.00		3/29/24	\$0.00	
9/15/23	\$0.00		4/12/24	\$0.00	
9/29/23	\$0.00		4/26/24	\$25.00	
10/13/23	\$0.00		5/10/24	\$0.00	
10/27/23	\$25.00		5/24/23	\$0.00	
11/10/23	\$0.00		6/7/24	\$0.00	
11/24/23	\$0.00		6/21/24	\$0.00	
12/8/23	\$0.00		7/5/24	\$0.00	Y
12/22/23	\$0.00		7/19/24	\$0.00	Y
1/5/24	\$25.00		8/2/24	\$0.00	Y
1/19/24	\$0.00		8/16/24	\$0.00	Y

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Billing Location:	9202	Work Report Status:		Identifier:	#228850678 - 2020-07 9202_Ann...	# of Rows:	
Report Source:	Annual	Report Start Date:		Pay Date:	06/30/2024	Billing Type:	Contribution
Date Released:		Date Received:		Trans#:	228850678	Agreement:	9202_Annual Reporting_001
User Released:		Batch No.:		Updated By:	BENLOAD		

Summary **Detail**

Barg Unit Id: Exception Filter:

Tools	Actions	SSN	Participant Name	Report Stop Date	Report Type	Record Status	Pre tax employee contribution	After tax employee contribution	Accrued contribution amount	Service credit	Annual - Fiscal End / Backposting - Fiscal Start / Payroll - Fiscal End	Membership Type Code	Notes
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	123-45-6789	AHMED, A	06/30/2024	Annual Report...		\$7,280.00	\$0.00	\$1,120.00	1.00	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	987-65-4321	NANDINI, N	06/30/2024	Annual Report...		\$100.00	\$0.00	\$0.00	0.05	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	102-30-4050	XUN, X	06/30/2024	Annual Report...		\$0.00	\$0.00	\$0.00	0.00	2024		
										Page Totals			
										Report Totals			



Completing Your Annual Report

Employer:	Ohio Local Schools	Work Report Type:	Regular	Report Period:	7/1/2023-6/30/2024	# of Participants:	
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	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	123-45-6789	AHMED, A	06/30/2024	Annual Report...		\$7,280.00	\$0.00	\$1,120.00	1.00	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	987-65-4321	NANDINI, N	06/30/2024	Annual Report...		\$100.00	\$0.00	\$0.00	0.05	2024		
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	102-30-4050	XUN, X	06/30/2024	Annual Report...		\$5,408.00	\$0.00	\$416.00	0.00	2024		R
										Page Totals			
										Report Totals			



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Submitting Your Annual Report

The screenshot shows the 'Employer Reports' section of the STRS website. At the top, there are navigation links: Home, Make a Payment, New Hire Notification, Reemployed Retiree Notification, **Employer Reports**, Deposit & Service Reports, Withdrawal Certification, and Documents. Below the navigation is a filter section with dropdown menus for 'Trans Type' (All), 'Status' (Open), and 'Work Report Status' (Initial). To the right of the filters are buttons for 'New Report', 'One Time Payment', and 'Payment History'. Below the filters is a table with the following data:

Tools	Inserted Date	Work Report T...	Report Status	Report Source	Date Released	Pay Date	Trans Identifier	Trans #	Work Report Total
Actions	07/01/2024	Regular	Initial	Annual		06/30/2024	Work Report: Jul-2024	218496752	\$0.00
	24	Regular	Initial	Payroll		06/30/2024	Payroll: 2024-06-30		\$1,189.24

A red arrow points to the 'Submit' button in the 'Actions' column of the first row. A 'Confirm' dialog box is open, asking 'Are you sure you want to submit this work report?' with 'Yes' and 'No' buttons. An 'Info' dialog box is also open, displaying the message 'The selected work report was submitted successfully.' with an 'OK' button.

STRS EMPLOYER EDUCATION

Additional Reporting Requirements

- Service credit verification report
- Accrued verification report

STRS EMPLOYER EDUCATION

Resources Available

We're here to assist you

- Call toll-free: 888-535-4050
- Send an email: report@strsoh.org
- Visit our website: www.strsoh.org/employer



Annual Reporting in ESS

Thank you for participating!

- This webinar will be available in the Education & Training section of the employer website
- If you have additional questions about annual reporting, please email report@strsoh.org

