



# Employer Bulletin

SPRING

April 14, 2015

## Fiscal Fitness with Salary Estimates

eSERS is now open to submit your salary estimates. Salary estimates are to be provided by foundation-qualified districts only.

- The default calculation is a 3% increase over the previous year's estimate when a salary estimate is not submitted on time.
- Remember to exclude wages from your salary estimate for contracted services where the contractor is paying the 14% employer contributions directly to SERS. Foundation deductions are calculated using 14% of the estimated salary. If SERS collects that amount from the foundation and the contractor sends that amount directly, you will have a substantial overpayment and subsequent refund at year-end. ■

## Salary Estimate Time Is Here

- eSERS is open.
- Salary estimates are due to SERS by May 8. This includes all community schools as well as any school that uses the foundation program.
- If a salary estimate is not submitted by the deadline, Employer Services will add 3% to last year's estimate. ■

## On the Road with Employer Outreach

The Employer Outreach Team has been traveling around the state speaking at workshops and training sessions. Whether you need help understanding payment procedures or just want some one-on-one instruction on using eSERS, we are ready to come to you.

We are always looking for better ways to serve you. If you are interested in having the Employer Outreach Team come to your school and give a presentation on the topics of your choice, or if you have questions about your responsibilities as an employer, call Employer Services toll-free at 877-213-0861 or email us at [employerservices@ohsers.org](mailto:employerservices@ohsers.org).

You also can contact the Employer Outreach Team members directly:

- Katie Talbert  
614-340-1090  
[ktalbert@ohsers.org](mailto:ktalbert@ohsers.org)
- Marilyn Logsdon  
614-222-5899  
[mlogsdon@ohsers.org](mailto:mlogsdon@ohsers.org)
- Carlisa Holman  
614-222-5962  
[cholman@ohsers.org](mailto:cholman@ohsers.org) ■



**Did You Know:  
Reemployed Retirees Are Enrolled  
Electronically through eSERS  
with the Same Application You Use for  
New Employees**

## Employer Outreach Adds New Member



Marilyn Logsdon recently joined the Employer Outreach Team.

She has been with SERS for 22 years, and has been working with SERS' employers for more than 15 years. ■



**SCHOOL EMPLOYEES  
RETIREMENT SYSTEM  
OF OHIO**

300 E. Broad St., Suite 100  
Columbus, Ohio 43215-3746  
614-222-5853  
Toll Free 866-280-7377  
[www.ohsers.org](http://www.ohsers.org)

**SERS RETIREMENT  
BOARD**

DANIEL L. WILSON  
Chair, *Appointed Member*

CATHERINE P. MOSS  
Vice Chair, *Retiree-Member*

DEBRA BASHAM  
*Employee-Member*

NANCY EDWARDS  
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CHRISTINE D. HOLLAND  
*Employee-Member*

BARBRA M. PHILLIPS  
*Employee-Member*

JAMES A. ROSSLER, JR.  
*Appointed Member*

FRANK A. WEGLARZ  
*Retiree-Member*

LISA J. MORRIS  
*Executive Director*

**Need an Extension  
for a Due Date?**

When you become aware of an extreme circumstance that could cause a delay in reporting or payment, such as a weather issue or technology problem, please contact Employer Services. We have the flexibility to extend due dates in these situations. Please let us know in advance because our ability to adjust a penalty for a missed due date is very limited. ■



**Three Months  
at a Glance Calendar**

**APRIL**

S	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

4/15 - March contributions due:  
Employee reports and payments /  
Employer payment for non-foundation

**MAY**

S	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

5/8 - eSERS will close for salary estimates

5/15 - April contributions due:  
Employee reports and payments /  
Employer payment for non-foundation

5/22 - Foundation deduction letters will be available on eSERS

**JUNE**

S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

6/5 - Changes to the foundation calculation due

6/15 - May contributions due:  
Employee reports and payments /  
Employer payment for non-foundation

**Good News: New Law for Refunds and Portability**

A bill that protected joint retirement options for Ohio's public employees was passed by the Ohio House and Senate, and signed into law on Dec. 19, 2014.

The law ensures that Ohio's public employees have the ability to combine the service credit they earned from Ohio Public Employees Retirement System, State Teachers Retirement System, and SERS, into one meaningful retirement benefit.

The systems worked together to introduce this legislation.

The law also allows SERS members to refund contributions from an inactive system in certain situations and makes financial transfers between pension systems more equitable. ■



**Click here to add monthly due date reminders to your Outlook calendar.**

## Reminder: New Administrative Rules in Effect for Employers

Don't forget that amendments to several administrative rules, along with a new rule, are now in effect.

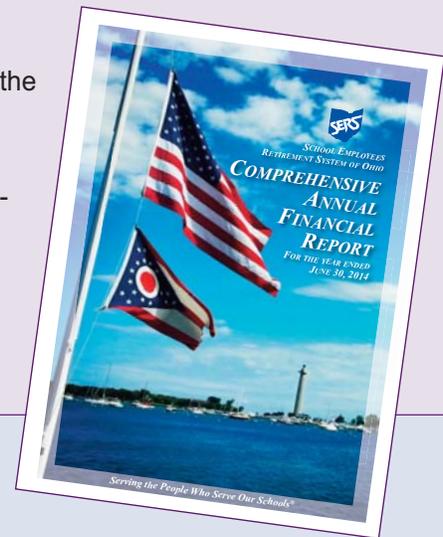
- The change to administrative rule 3309-1-18 concerns the payment of employee and employer contributions. The rule establishes a due date for the Payment Remittance Form; it must be submitted prior to or concurrent with any payment. Late forms are subject to a penalty.
- The creation of administrative rule 3309-1-19 concerns employee/member enrollment. The rule requires employers to enroll new employees/members and reemployed retirees through the eSERS system. Paper records are no longer accepted. ■

## SERS by the Numbers: Annual Reports Available

SERS publishes two documents that summarize the financial health, investment performance, and key accomplishments of the last fiscal year (July 1-June 30): the *Comprehensive Annual Financial Report (CAFR)* and the *Summary Annual Financial Report (SAFR)*.

For detailed financial statements along with an in-depth explanation of the numbers, the 102-page CAFR is the document to read. For the year's financial highlights, basic descriptions of SERS' investments, pension funding, membership, and health care, and a brief description of SERS' economic impact to the state of Ohio, check out the 8-page SAFR.

Both are available on the SERS website at [www.ohsers.org/financial-reports-1](http://www.ohsers.org/financial-reports-1). ■



## Comprehensive Employment and Training Act Program

On occasion, you may have employees who worked under the Comprehensive Employment and Training Act Program (CETA). If you do, they have two opportunities to purchase their service:

- Within 18 months of becoming a SERS/OPERS or STRS member
- Within 6 months of terminating their CETA position

If you are certifying non-contributing service credit for CETA service, please write CETA on the certification form.

This type of non-contributing service credit is not common; but, if you have any questions, please call Member Services toll-free at 866-280-7377. ■

## Submitting SSA-Forms for Employees

The SSA-1945 form is a federal form that explains how public employment may affect Social Security benefits. School districts are required by law to submit a copy of the completed and signed form to SERS for the employee's file.

It can be faxed to Employer Services at 614-340-1195 or mailed to us at:

School Employees Retirement System of Ohio  
Employer Services  
300 E. Broad St., Suite 100  
Columbus Ohio, 43215

For more information, please call Employer Services toll-free at 877-213-0861. ■

# Upcoming Retirement Conferences

In the spring, SERS hosts a number of Retirement Conferences. These Saturday meetings are held at various locations across the state. During each conference, members hear about the latest retirement issues and also have the opportunity to ask questions.



Date	Location
April 18	Columbus <b>Dublin Coffman High School</b> 6780 Coffman Road Dublin, Ohio 43017
April 25	Cincinnati <b>Princeton High School</b> 11137 Chester Road Cincinnati, Ohio 45246
May 9	Cambridge <b>Meadowbrook High School</b> 58615 Marietta Road Byesville, Ohio 43723

If you have employees who are within two years of retirement, they automatically will receive information by mail about the conference in their area.

To attend a conference, registration is required. For information on how to register, please call SERS toll-free at 866-280-7377.

If your employees are interested in more extensive retirement counseling, please ask them to make an appointment to meet with one of SERS' counselors for a personal one-on-one session. For details, call toll-free 800-878-5853. ■