



# Adult Worker Pay Calculation

Print Form

Human Resources  
Mat-Su Borough School District  
501 N. Gulkana  
Palmer, AK 99645  
P: (907)761-4025 || F: (907)761-4084

Site Name:

Payroll Account: 379.501.700.0000.2.9.

**Special Instructions:** Send this original form and check to Human Resources. The employee's payroll check or direct deposit will only be processed from this original form. **Do not copy or fax this form.** Submission of this form must abide by the same payroll submission deadline for classified employees.

**Please write a check to MSBSD for the Total Wages amount shown below.**

Name (Last, First)  Job Performed

Employee ID #  **Note:** New workers must attach current W4, I9, Direct Deposit, and Beneficiary Forms to receive payment.

Date Worked	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<b>TOTAL Hour(s)</b>
Hr(s) Worked	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**If the employee is retired or part of the MSEA bargaining unit, use this calculation:**

Total Hours

Object Code(s)	Rate of Pay
	$\$10.00 \times 1.5 = \$15.00$
329	Gross Wages <input type="text"/>
362	Unemployment ESC <input type="text"/>
364	Medicare <input type="text"/>
363	Workers Comp <input type="text"/>
<b>Total Wages</b> <input type="text"/>	

**If the employee is not retired or part of the MSEA bargaining unit, use this calculation:**

Total Hours

Object Code(s)	Rate of Pay
	$\$10.00 \times 1.5 = \$15.00$
329	Gross Wages <input type="text"/>
362	Unemployment ESC <input type="text"/>
364	Medicare <input type="text"/>
367	SBS <input type="text"/>
363	Workers Comp <input type="text"/>
<b>Total Wages</b> <input type="text"/>	

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Site Principal Signature \_\_\_\_\_ Date \_\_\_\_\_

*Site Principal Signature indicates approval.*

Business Services Use Only:

