

stateminimum

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Human Resources > Tables > Salaries > State Minimum

This tab is used to calculate the monthly state minimum salary for eligible district employees. For the latest TRS State Minimum Salary requirements, go to the TRAQS Payroll Reporting Manual section of the TRS website at www.trs.state.tx.us/employers.jsp?submenu=traqs&page_id=/traqs/payroll_reporting_manual_main , and then select 10 - Statutory Minimum Report from the Table of Contents.

Retrieve existing state minimum salary data:

Under **Records**:

Field	Description
State Step	Click to select a state step from the drop-down list. Leave the field blank to retrieve all state minimum salary data.

Click **Retrieve**. The state minimum data is displayed.

Note: Step codes and associated pay rates are provided by TEA. These must be manually entered when the system is being set up. The highest step for Instructor/Librarian/Counselor/Nurse is 20.

Set up state minimum data:

Click **+Add**.

Step	Type the two-character code for the salary level within the indicated pay grade.
TEA Base	Type the daily pay rate for this step from the TEA provided table.
A 000-187	Type the daily pay rate for this step from the TEA provided table.
B 202-206	Type the daily pay rate for this step from the TEA provided table.
C 207-219	Type the daily pay rate for this step from the TEA provided table.
D 220-225	Type the daily pay rate for this step from the TEA provided table.
E 226+	Type the daily pay rate for this step from the TEA provided table.

Click **Save**.

Other functions and features:

	Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.


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