HRS7810 - TRS Statutory Minimum Report #373

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This report is required for reporting employees who are paid above the state minimum and is used to arrive at the district contribution on salaries paid in excess of the statutory minimum. Employees who are not teachers or full-time librarians are indicated by an asterisk (*) in the **State Minimum Salary** column. Employees whose **End 90 Day Period** field on the Pay Info page is within the beginning and ending dates on the Pay Date table for the processed payroll are not included on the report. A number sign (#) denotes a deduction in salary for dock in pay. The amounts are reported from the job history record by TRS position code.

Note: The report should be interfaced prior to processing and interfacing the TRS On-Behalf Payment Journal.

Printing the Statutory Minimum report also generates the TRS 373B report for all contracted employees that are paid above state minimum salary and have nonstandard contracts. The report must be submitted each year in September and in any subsequent month in which a nonstandard account is added to the Statutory Minimum report.

For additional information regarding state salary requirements, go to the TRS Web site at www.trs.state.tx.us/traqs/traqs.htm to obtain a copy of the latest document.

To calculate monthly amounts, use General Fund or Split Funds.

This report is printed in landscape orientation.

Parameter	Parameter Description
Print TRS373 Worksheet only (1) or TRS373 and General Journals (2)	1 - Print the TRS 373 worksheet only. 2 - Print the TRS 373 worksheet and the general journals. This is a required field.
Report Month (01-12)	Type a specific report month (e.g., 11). This is a required field.
Report Year (YYYY)	Type a report year in the YYYY format. This is a required field.
Select Frequency(ies), or blank for ALL	Type a one-digit frequency number separating multiple frequency numbers with a comma (e.g., 5, 6). Or, click ⋮ to search for payroll frequencies. Otherwise, leave blank to use all payroll frequencies
File ID Current (C) or Previous Year File ID (P) (only for Worksheet and General Journals)	C - Retrieve and calculate data for the current year file ID. P - Retrieve and calculate data for the previous year file ID. **Note**: This parameter is only applicable when the report is run with the **Print TRS373 Worksheet only (1) or TRS373 and General Journals (2)** parameter set to 2.

Generate the report.

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