2019 W2 Information

It’s W2 season! W2 distribution will begin on Friday, January 24, 2020. These tax documents will be sent to each building, and mailed out to individuals who receive a mailed check/paystub or who are no longer with the district. A few things to keep in mind when reviewing your information:

**Box 1:** This is your taxable wage amount which is the total of your calendar year earnings less all your pre-tax deductions. You may notice that your calendar year to date earnings on your 12/27/19 paystub does not match your W2 total in Box 1. Box 1 reflects taxable earnings while the check stubs reflect total earnings. Pre-tax deductions include health insurance, flex spending, and 403(b) contributions.

**Box 2:** This is the total amount of federal income tax withheld from your paychecks during 2019 and should match the calendar year “Federal” amount on your 12/27/19 paystub.

**Box 10:** This is the total amount contributed to your dependent care flexible spending account. It is noted separately from the medical flex spending amount as shown in Example 1 below.

**Box 12:**
- **Code DD:** This is the total cost of the employer sponsored health coverage you received during 2019. This figure includes both the employee and employer share of health insurance premiums and is for informational purposes only.
- **Code E:** This is the amount you contributed to your 403(b) retirement savings plan on a pre-tax basis and should match your total 403(b) contributions on your 12/27/19 paystub. (See Example 2 below.)

**EXAMPLE 1**

<table>
<thead>
<tr>
<th>Box 10: Dependent care benefits</th>
<th>$2000.00</th>
</tr>
</thead>
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**Box 14:**
- **414H:** This is the amount you contributed to your state retirement savings plan (TRS or ERS) as a public employee. These funds are deducted on a pre-tax basis and should match your total TRS or ERS contributions on your 12/27/19 paystub (see Example 3 below.)
HEALTH: This is the amount contributed to your medical flexible spending account, and/or your employee contribution to health and dental insurance. These funds are deducted on a pre-tax basis and should match your total health-related contributions on your 12/27/19 paystub. (See Example 2 below.)

DUES: This is the total amount contributed to your optional union membership.

EXAMPLE 2

1464.54 (dental insurance) + 3351.84 (health insurance) + 2699.97 (medical flexible spending) = 7516.35

EXAMPLE 3
Box 17: This is the total amount of state income tax withheld from your paychecks during 2019 and should match the calendar year “State” amount on your 12/27/19 paystub.

Have additional questions or concerns? Please email payroll@cortlandschools.org

***SAMPLE W2 FORM***