

Instructions for the J-90 Online Collection Tool.

To access the application, go to www.sscal.com/j90/

1. Select your county
2. Then select your district
 - If you do not see your district listed, please contact SSC
3. Enter your district's J-90 password which is on the letter from CDE.
4. Now you will be able to enter the J-90 information as you have done in prior years.

The forms are substantially similar to the old application, however, there are a few differences.

- No longer will you be able to move through fields by hitting the enter key. **To navigate the forms, use the Tab key or your mouse.**
- If your district has charter schools and you indicate that charter school FTEs are included in your salary schedule (General Data, Question 12), a pop up window will appear where you can indicate which charter schools' FTEs to include.
- The salary schedule page is a new layout.

J-90 SUBMISSION: LASSEN UNION HIGH: SALARY SCHEDULE DATA

COLUMN 5 Column FTE 0 Schedule FTE 250.99

COLUMN DESCRIPTION
Current Column Description:

Step	Salary	FTE	Step	Salary	FTE	Column	FTE
1	<input type="text" value="0"/>	<input type="text" value="0"/>	21	<input type="text" value="0"/>	<input type="text" value="0"/>	1	90.99
2	<input type="text" value="0"/>	<input type="text" value="0"/>	22	<input type="text" value="0"/>	<input type="text" value="0"/>	2	35
3	<input type="text" value="0"/>	<input type="text" value="0"/>	23	<input type="text" value="0"/>	<input type="text" value="0"/>	3	0
4	<input type="text" value="0"/>	<input type="text" value="0"/>	24	<input type="text" value="0"/>	<input type="text" value="0"/>	4	125
5	<input type="text" value="0"/>	<input type="text" value="0"/>	25	<input type="text" value="0"/>	<input type="text" value="0"/>		
6	<input type="text" value="0"/>	<input type="text" value="0"/>	26	<input type="text" value="0"/>	<input type="text" value="0"/>		
7	<input type="text" value="0"/>	<input type="text" value="0"/>	27	<input type="text" value="0"/>	<input type="text" value="0"/>		
8	<input type="text" value="0"/>	<input type="text" value="0"/>	28	<input type="text" value="0"/>	<input type="text" value="0"/>		
9	<input type="text" value="0"/>	<input type="text" value="0"/>	29	<input type="text" value="0"/>	<input type="text" value="0"/>		
10	<input type="text" value="0"/>	<input type="text" value="0"/>	30	<input type="text" value="0"/>	<input type="text" value="0"/>		
11	<input type="text" value="0"/>	<input type="text" value="0"/>	31	<input type="text" value="0"/>	<input type="text" value="0"/>		
12	<input type="text" value="0"/>	<input type="text" value="0"/>	32	<input type="text" value="0"/>	<input type="text" value="0"/>		
13	<input type="text" value="0"/>	<input type="text" value="0"/>	33	<input type="text" value="0"/>	<input type="text" value="0"/>		
14	<input type="text" value="0"/>	<input type="text" value="0"/>	34	<input type="text" value="0"/>	<input type="text" value="0"/>		
15	<input type="text" value="0"/>	<input type="text" value="0"/>	35	<input type="text" value="0"/>	<input type="text" value="0"/>		
16	<input type="text" value="0"/>	<input type="text" value="0"/>	36	<input type="text" value="0"/>	<input type="text" value="0"/>		
17	<input type="text" value="0"/>	<input type="text" value="0"/>	37	<input type="text" value="0"/>	<input type="text" value="0"/>		
18	<input type="text" value="0"/>	<input type="text" value="0"/>	38	<input type="text" value="0"/>	<input type="text" value="0"/>		
19	<input type="text" value="0"/>	<input type="text" value="0"/>	39	<input type="text" value="0"/>	<input type="text" value="0"/>		
20	<input type="text" value="0"/>	<input type="text" value="0"/>	40	<input type="text" value="0"/>	<input type="text" value="0"/>		

Add Column

After entering the column information, click 'Add Column.' A pop up box will appear asking if you want to add another column or if you're ready to move to the next section.

Tip: *A summary of the columns already entered appears in the right-most column. Move your cursor over the column details to show the column name.*

Salary validations (minimum salary, maximum salary, and total FTE) no longer occur as popup windows, but as a separate review page. This page will only appear if any of differences for those three areas is +/- 5% from the previous year.

The Active Employees Benefit Plans page is also a bit different from the old software. While the 'Plan Type' buttons are still at the top, these buttons are used to select the type of plan being entered on the screen, not to cycle through the plans of that type.

After entering the plan information, click on 'Add Plan.' A pop up box will appear asking if you want to add another plan or if you're ready to move to the next section.

Note: *These changes also apply to the Retired Employees Benefit Plans page.*

School Services of California - Windows Internet Explorer

http://localhost:8500/sscal/90/index.cfm?action=benefit_details&CFID=7801&CFTOKEN=

mysql length

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J-90 Collection

Start

General Data

Salary Schedule Data

Other Salary Data

Benefit Data

Active Benefits

Retiree Benefits

Review Data

Client Login

Login

daveh@sscal.com

Password

Submit

First time to log in?

[Login instructions](#)

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J-90 SUBMISSION: LASSEN UNION HIGH: BENEFIT PLANS DATA

ACTIVE EMPLOYEES

HEALTH DENTAL VISION LIFE OTHER

Plan FTE 0 Schedule FTE 0

Benefit Plan Description

Plan Type	Annual Cost	District Contribution	FTE	Plan Type	Plan No.	FTE
Single	0	0	0	H	1	120
Two-Party	0	0	0			
Family	0	0	0			
Composite	0	0	0			

Add Plan

Edit/Delete

Tip: Be sure to select a plan type for EACH plan being entered. Also, just as with the Salary Schedule, a summary of all the plans entered appears in the right-most column. Mousing over the plan details will bring up the plan name.

Active Benefit Plan validations (Plan Type FTEs) no longer occur as popup windows, but as a separate review page. This page will only appear if any of differences for the plan type FTEs is +/- 5% from the previous year.