

C-90 Application Screenshots – A Preview for Local Educational Agencies (LEAs)

Login Page

Description: The login page for C-90 users to enter the application for data reporting.

California DEPARTMENT OF EDUCATION

School Employee Salary and Benefits Data Collection (C-90)

School Employee Salary and Benefits Data Collection (C-90)

Latest C-90 System News

No Current News Items

C-90 LEA User Login

LEA Access Code

NOTICE: By clicking Login, you are about to access the School Employee Salary and Benefits Data Collection (C-90) of the State of California Department of Education ("the Department"). This system is intended for authorized users only. Unauthorized access to or use of this system, or any information therein, is strictly prohibited by Department policy. By using this system, you

Agree to the Terms of Service

Login

Support: C90Data@cde.ca.gov - © 2026 [v1.1.6] California Department of Education - [Web Policy](#) STAGING

Home Page

Description: The LEA home page with menu options for Home, Overview Data, Certificated Data, Classified Data, Submit Data, and Reports.

The screenshot shows the home page for Redwood City Elementary. At the top left is the California Department of Education logo. The top right corner displays the school name "Redwood City Elementary" and a "Logout" link. Below the logo is the title "School Employee Salary and Benefits Data Collection (C-90)". A navigation menu includes "Home", "Overview Data" (with a checkmark), "Certificated Data" (with a checkmark), "Classified Data" (with a checkmark), "Submit Data" (with a lock icon), "Reports", and "Testing Tools" (with a dropdown arrow). The main content area is titled "Redwood City Elementary" and contains two panels. The left panel, "Reporting Year 2025-26", shows: Reporting Year Status as "Open" (green), Reporting Year Window as "2/3/2026 - 6/30/2026", and LEA Submission Status as "Awaiting Data Entry & Submission" (orange with a checkmark). The right panel, "Latest C-90 System News", shows "No Current News Items". The footer contains support information: "Support: C90Data@cde.ca.gov - © 2026 [v1.1.6] California Department of Education - [Web Policy](#) STAGING".

Overview Data

Description: Overview Data Menu with subsections for Reporting Status, Contact Information, Salary & Benefits Applicability, and Bargaining Unit & Employee Groups.

Overview Data ⌚ Awaiting Data Entry

- Reporting Status ✔
- Contact Information ⌚
- Salary & Benefits Applicability ⌚
- Bargaining Unit & Employee Groups ⌚

Reporting Status

Description: The reporting status screen where Local Educational Agencies (LEAs) will verify their reporting status.

Overview Data

Reporting Status ✔ Data Entry Complete

Does the LEA have reportable C-90 data?

Yes: The LEA has represented certificated and/or classified non-management employees and will be reporting C-90 data. LEAs with non-represented employees may report C-90 data which will contribute to the statewide reporting.

No: The LEA does not have represented certificated and classified non-management employees and will not be reporting C-90 data.

[Save Completed Data ✔](#)

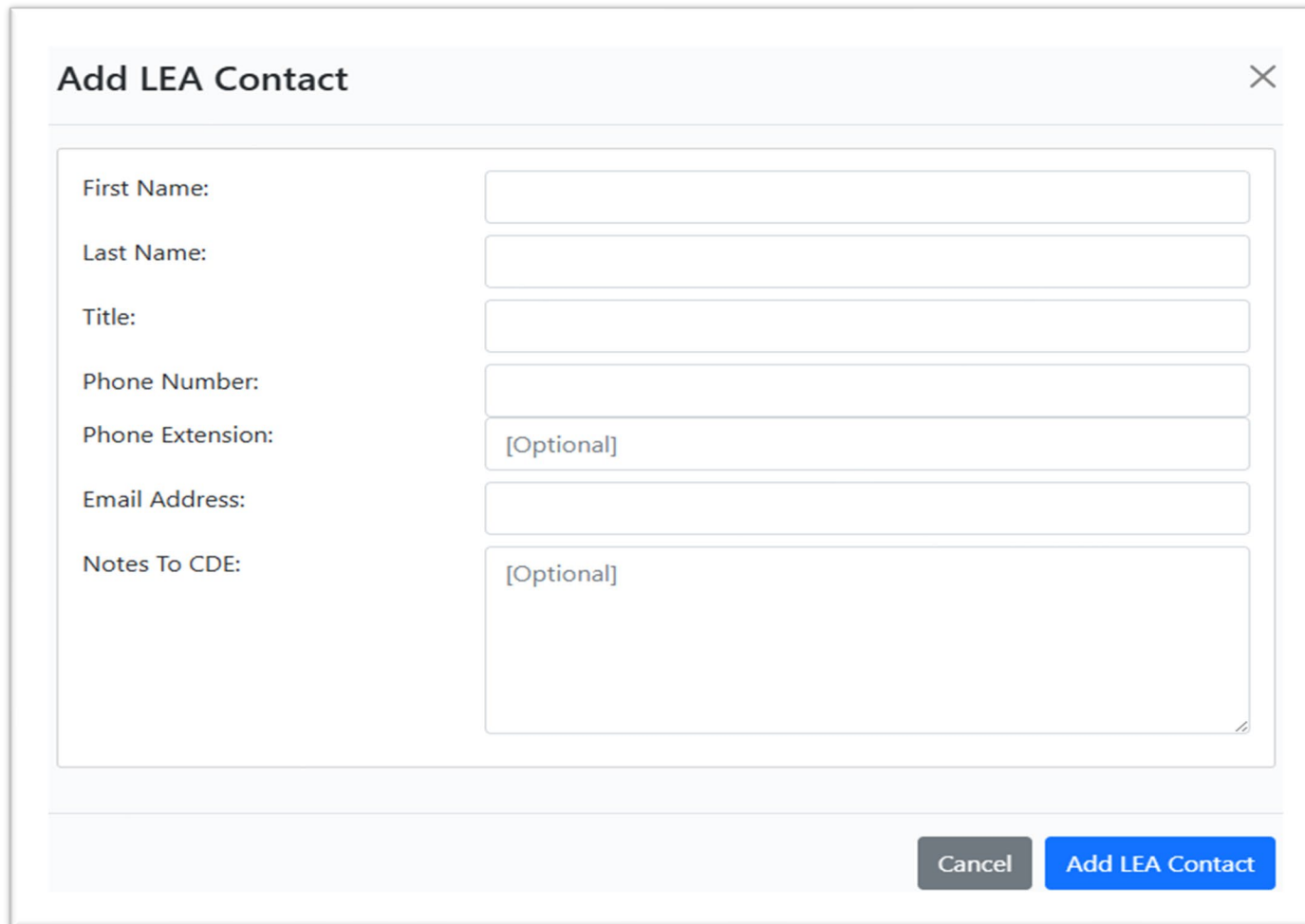
Contact Information

Description: The contact information screen where LEAs will add, edit, or delete their contact information for C-90 correspondence and updates before, during, and after the reporting year.

The screenshot displays a web interface for 'Contact Information'. At the top left, the text 'Overview Data' is followed by 'Contact Information'. In the top right corner, there is a status indicator consisting of a yellow clock icon and the text 'Awaiting Data Entry'. Below this, a light blue box contains a 'Note' stating: 'CDE will use the following contact information for any questions about the data submitted; reminders or updates about the C-90 submission process, such as deadlines, system updates, or reporting guidance.' Underneath the note, the heading 'No LEA Contacts' is shown. Below the heading, the text reads: 'No LEA Contacts have been added. To get started, click the "Add LEA Contact" button below.' A blue button with the text 'Add LEA Contact' is positioned at the bottom center of the main content area.

Add LEA Contact

Description: Text box to add LEA contact information. Pop up box connected to the Contact Information subsection.



The image shows a pop-up window titled "Add LEA Contact" with a close button (X) in the top right corner. The form contains the following fields:

- First Name:
- Last Name:
- Title:
- Phone Number:
- Phone Extension:
- Email Address:
- Notes To CDE:

At the bottom right of the form, there are two buttons: "Cancel" (grey) and "Add LEA Contact" (blue).

Salary & Benefits Applicability

Description: The screen where Oversight LEAs will report whether their salary and benefit information is applicable to charter schools under their monitoring.

Overview Data

Salary & Benefits Applicability

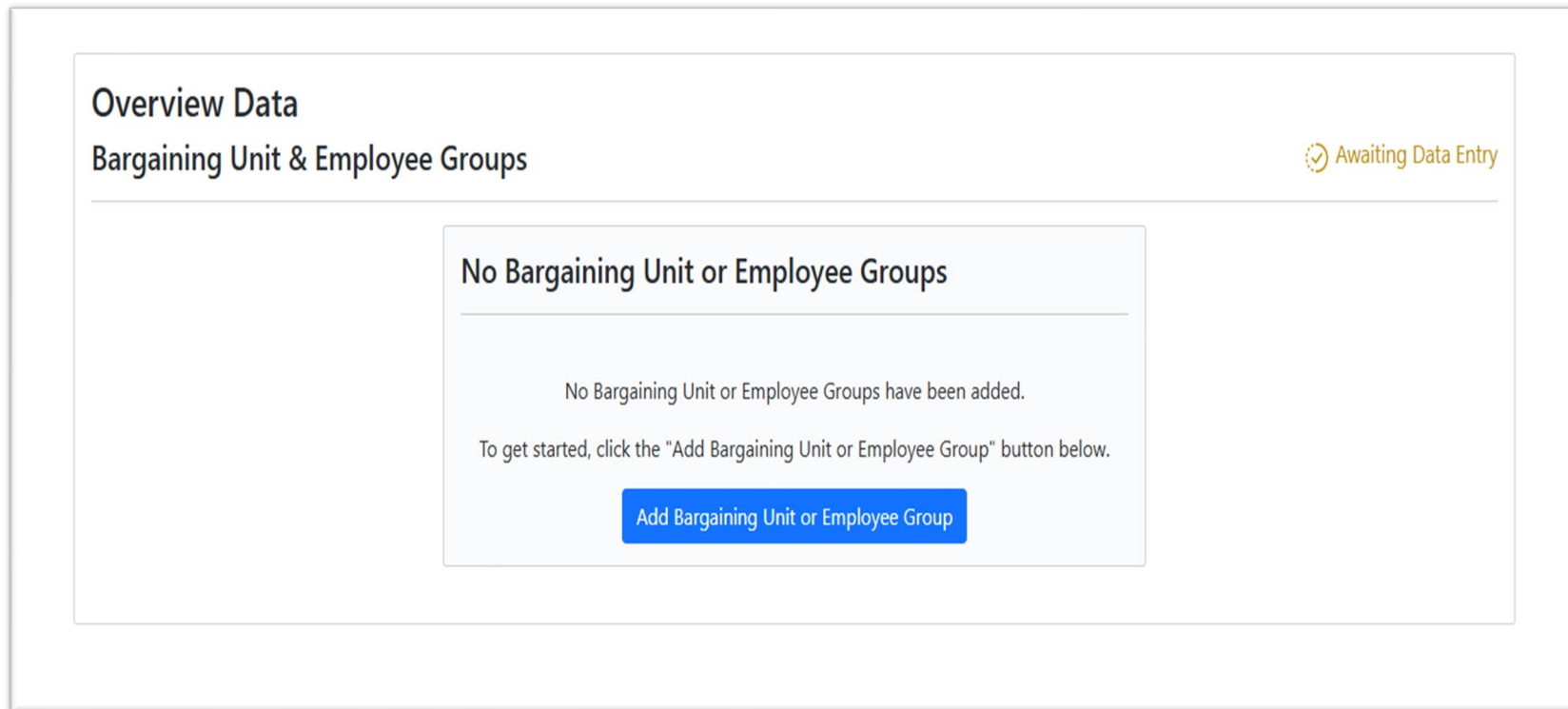
Awaiting Data Entry

Charter School	Does the Oversight LEA's Salary and Benefit information apply to this Charter School?	
	Yes: Use Oversight LEA's Salary and Benefit data for this Charter School	No: Salary and Benefit data will be submitted separately for this Charter School
Allegiance STEAM Academy - Thrive CDS Code: 36-67678-0137547 Charter Number 1945 (Direct-funded)	<input type="radio"/> Yes	<input type="radio"/> No

Save and Continue Editing Save and Mark Complete

Bargaining Unit & Employee Groups

Description: The screen where an LEA will add Bargaining Unit or Employee Group information for subsequent use in the Certificated and Classified Data menus for Employee Salary Data and Health & Welfare Benefit reporting.



The screenshot displays a web interface for managing bargaining units and employee groups. At the top left, the page is titled "Overview Data" with a subtitle "Bargaining Unit & Employee Groups". In the top right corner, there is a status indicator "Awaiting Data Entry" with a yellow clock icon. The main content area features a light blue box with the heading "No Bargaining Unit or Employee Groups". Below this heading, a message states: "No Bargaining Unit or Employee Groups have been added. To get started, click the 'Add Bargaining Unit or Employee Group' button below." A prominent blue button with white text labeled "Add Bargaining Unit or Employee Group" is centered at the bottom of the message box.

Add Bargaining Unit or Employee Group

Description: Text and information box to add Bargaining Unit or Employee Group information related to Certificated, Classified, or non-represented groups.

Add Bargaining Unit or Employee Group ✕

Bargaining Unit Name:
If not represented, create an Employee Group name.

Will the LEA use this unit or group to report Certificated Data? Yes No
Note: You will not be able to change this value once the group is created.

Will the LEA use this unit or group to report Classified Data? Yes No
Note: You will not be able to change this value once the group is created.

Is this a non-represented employee group? Yes No
If represented, mark 'No'.

Notes for LEA's reference:

Certificated Data Menu

Description: Certificated Data Menu with subsections for Employee Salary Data, Health & Welfare Benefits, and Help & Tools. Employee Salary Data contains clauses for salary schedule columns entry, salary schedule step data reporting, the salary summary, and other salary data. Health & Welfare Benefits contains clauses for the employee benefits overview, active employee benefit entry, retiree (65 & Under) benefit reporting, and retiree (66 & Over) benefit entry. Help & Tools contains clauses for the C-90 Index & Data Reporting Tips, uploading salary schedule step data, and uploading employee benefits data.

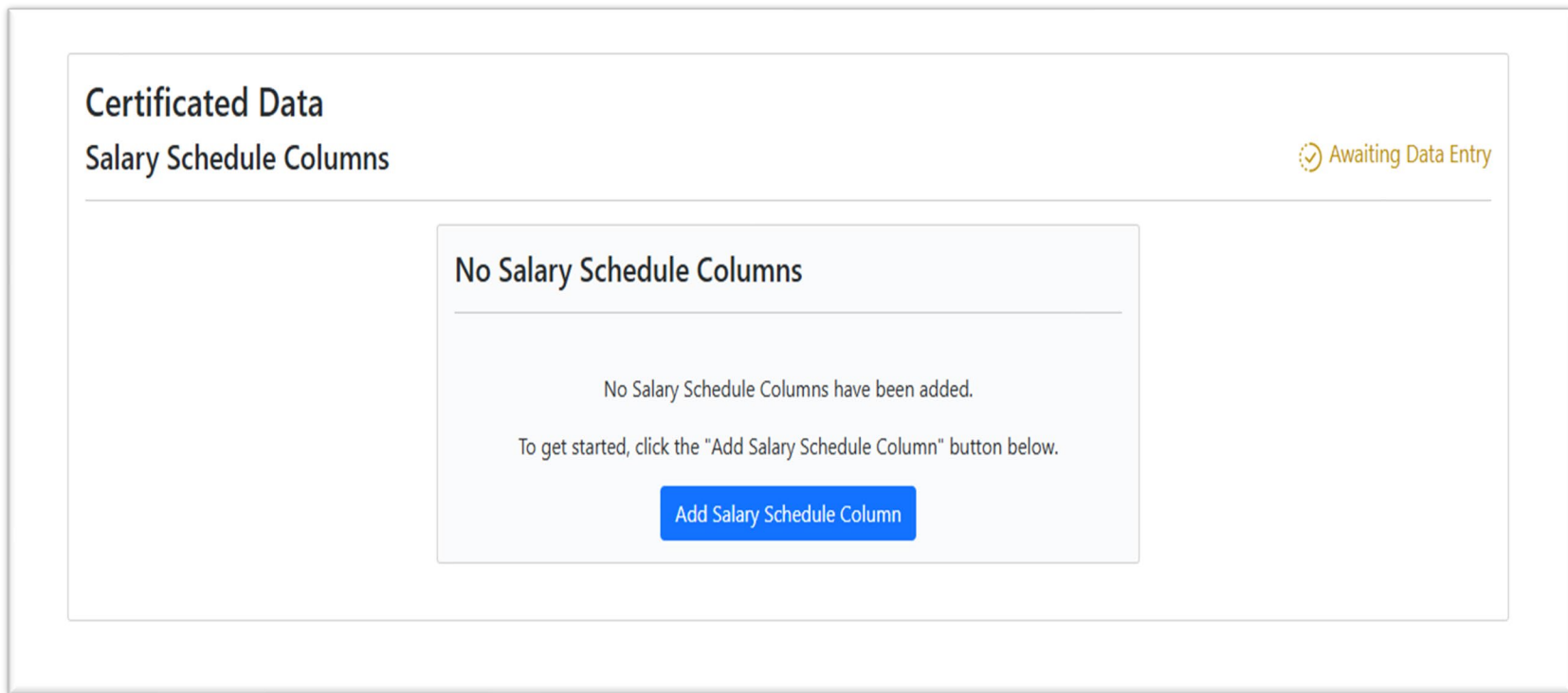
Certificated Data 🔒 Awaiting Data Entry

<u>Employee Salary Data</u>	<u>Health & Welfare Benefits</u>	<u>Help & Tools</u>
<ul style="list-style-type: none">• Salary Schedule Columns 🟡• Salary Schedule Step Data 🔒• Salary Summary 🔒• Other Salary Data 🟡	<ul style="list-style-type: none">• Employee Benefits Overview 🟡• Active Employee Benefits 🟡• Retiree (65 & Under) Benefits 🟡• Retiree (66 & Over) Benefits 🟡	<ul style="list-style-type: none">• C-90 Index & Data Reporting Tips• Upload Salary Schedule Step Data 🔒• Upload Employee Benefits Data

Employee Salary Data

Salary Schedule Columns

Description: The screen where the LEA will add salary schedule columns to be used for reporting certificated data.



Add Column Header

Description: Reporting box to add column headers for certificated salary reporting. Pop up box connected to the Employee Salary Data subsection and Salary Schedule Columns clause.

Add Column Header ✕

Column Header Information

Column Header Description:

Minimum Education Degree Required:

Minimum Semester Units Required:

Credential Type:

Employee Salary Data

Salary Schedule Columns

Description: An example of the Salary Schedule Columns with data.

Certificated Data

Salary Schedule Columns

✔ Data Entry Complete

Salary Schedule Columns have been saved successfully.

Add Column Header

Column Number	Column Header Description	Minimum Education Degree Required	Minimum Semester Units Required	Credential	Delete
I	NON CRED	Bachelor's Degree	[Optional]	No Credential	Delete
II	BA	Bachelor's Degree	[Optional]	Preliminary Credential	Delete
III	BA + 30	Bachelor's Degree	30.00	Clear Credential	Delete
IV	BA + 60	Bachelor's Degree	60.00	Clear Credential	Delete

Save Completed Data ✔

Employee Salary Data

Salary Schedule Step Data (Part 1)

Description: The screen where the LEA will add salary schedule step data to be used for certificated reporting.

Certificated Data

Salary Schedule Step Data

⏸ Awaiting Data Entry

Choose A Salary Schedule Column

▼

Employee Salary Data

Salary Schedule Step Data (Part 2)

Description: An example of the Salary Schedule Step Data with salary and Full Time Equivalent (FTE) counts.

Certificated Data

Salary Schedule Step Data

Awaiting Data Entry

Working With Salary Schedule Column

Column II - "BA" [Complete] v

Column II Salary Steps Data ✔ Data Entry Complete

- "BA"

Salary Schedule Step Data has been saved successfully.

Step	Annual Salary	FTE Count	Step	Annual Salary	FTE Count	Step	Annual Salary	FTE Count
1	\$ 52885.00	5.00	16	\$		31	\$	
2	\$ 54475.00	6.00	17	\$		32	\$	
3	\$ 57872.00	3.00	18	\$		33	\$	
4	\$ 59301.00	4.00	19	\$		34	\$	
5	\$ 60730.00	1.00	20	\$		35	\$	
6	\$ 62159.00	12.00	21	\$		36	\$	


Employee Salary Data

Salary Summary (Part 1)


Description: Salary summary questions 1 through 7 related to Certificated Data reporting.


Certificated Data

Salary Summary

 Awaiting Data Entry

1. Specify the Bargaining Unit or Employee Group (if not represented) this classification is associated to:

2. Specify the effective date of the certificated salary schedule: 

3. Specify the Board approval date of the salary schedule (Optional): 

4. Has the LEA settled labor negotiations with the applicable bargaining unit for the reporting year? If reporting data for a non-represented employee group, report Not Applicable:

5. Specify the Salary Schedule Column that most closely aligns to "Bachelor's Degree + 30 Units":

6. Specify the Salary Schedule Column that most closely aligns to "Bachelor's Degree + 60 Units":

7. Percentage of regular salary schedule change over prior year regular salary schedule: %

Employee Salary Data

Salary Summary (Part 2)

Description: Salary summary questions 8 through 14 continuing the previous questions.

8. If there was a reduction in the regular salary schedule from the prior year, was it due to furlough days? No Reduction

9. Has there been a one-time or "off the schedule" across the board bonus? If so, enter as \$ or %:

No Bonus

\$

%

10. Is there contingency language in your collective bargaining agreement that could retroactively increase/decrease the salary schedule? Yes No

11. Specify the number of noninstructional days for teachers:

12. Specify the number of instructional days for students:

13. Instead of providing a separate amount for health & welfare benefits, LEAs may elect to include benefits in their salary amounts. Does this salary schedule include benefit amounts? Yes No

14. Specify the highest entry level for an experienced teacher by choosing a Salary Column and Salary Step within that Column:

Employee Salary Data

Salary Summary (Part 3)

Description: Salary summary questions 15 through 18 related to Certificated Data reporting with options for the user to “Save and Continue Editing” or “Save and Mark Complete.” Questions 15 through 18 are a continuation from the previous set of questions.

15. Specify the highest entry level for an emergency permit or intern credential teacher by choosing a Salary Column and Salary Step within that Column:

16. Specify the number of FTEs with an emergency permit or intern credential:

17. Please provide summer school classroom teachers pay in either an hourly, daily, or session rate:

Hourly \$

Daily \$

Session \$

18. Please provide an explanation for the summer school teacher rate (the question above), if necessary:

Employee Salary Data

Other Salary Data (Part 1)

Description: Questions for professionals paid from the same salary schedule as teachers and data for the School Accountability Report Card.

Certificated Data

Other Salary Data

⌚ Awaiting Data Entry

1. Other Professionals in the Salary Schedule

This table is used to indicate whether the professionals listed below are compensated from the same salary schedule as the certificated classroom teachers. Do not report FTE counts for these professionals in the salary schedule.

Professional	In The Salary Schedule?
Counselor	<input type="radio"/> Yes <input checked="" type="radio"/> No
Librarian	<input type="radio"/> Yes <input checked="" type="radio"/> No
Nurse	<input type="radio"/> Yes <input checked="" type="radio"/> No
Psychologist	<input type="radio"/> Yes <input checked="" type="radio"/> No
Other	<input type="radio"/> Yes <input checked="" type="radio"/> No

2. Other Salary Data for SARC

This table is to report data for CDE to calculate the statewide salary averages for principals/superintendents for districts' use in their School Accountability Report Card (SARC) pursuant to Education Code section 41409.3.

Position	Average Annualized Salary	Number of Work Days
Elementary School Principals	\$ <input type="text"/>	<input type="text"/>
Middle School Principals	\$ <input type="text"/>	<input type="text"/>
High School Principals	\$ <input type="text"/>	<input type="text"/>
Superintendent	\$ <input type="text"/>	<input type="text"/>

If Superintendent position is less than full-time, indicate the percent: %

Employee Salary Data

Other Salary Data (Part 2)

Description: Questions for entering Certificated Bargaining Unit Bonuses, as well as differential pay and stipends paid annually.

3. Certificated Bargaining Unit Bonuses, Differential Pay, and Stipends

This table is for entering bonuses, differential pay, and stipends paid annually exclusive of extra duty co-curricular assignments.

Degree, Certificate, or Assignment	Maximum Annual Amount			Number of FTEs
	In Dollars	OR	In Percent	
Masters Degree	\$ [Optional]	OR	[Optional] %	[Optional]
Doctorate Degree	\$ [Optional]	OR	[Optional] %	[Optional]
Bilingual Assignment	\$ [Optional]	OR	[Optional] %	[Optional]
Special Education Assignment	\$ [Optional]	OR	[Optional] %	[Optional]
[Optional]	\$ [Optional]	OR	[Optional] %	[Optional]
[Optional]	\$ [Optional]	OR	[Optional] %	[Optional]
[Optional]	\$ [Optional]	OR	[Optional] %	[Optional]
[Optional]	\$ [Optional]	OR	[Optional] %	[Optional]

Employee Salary Data

Other Salary Data (Part 3)

Description: Questions continuing specifically with questions for bonuses, differential pay, and stipends. Additionally, the user is presented with options to “Save and Continue Editing” or “Save and Mark Complete.”

Are these bonuses / differential pay / stipends presented across the board or are they applied in the salary schedule?

Are anniversary / longevity increases offered to certificated employees outside of the salary schedule? Yes No

If Yes to above, what are the milestones that apply to the increases in terms of years? List all that apply (ex. 5 years, 10 years, etc.)

Is tuition reimbursement offered to certificated employees as part of an employee's salary? Yes No
Note: May also be considered a benefit. Do not answer "Yes" if this is considered a benefit.

Health & Welfare Benefits

Employee Benefits Overview (Part 1)

Description: Questions 1 through 5 related to Certificated Data Benefits reporting.

Certificated Data

Employee Benefits Overview

⌚ Awaiting Data Entry

1. If any employee benefits are purchased through a Joint Powers Authority or a trust, please specify the name of the agency or trust:

2. Health & Welfare Benefit Caps (The maximum amount paid for each of the following):

- a. Cap for Single Employee (per employee):
- b. Cap for Two-Party Plans (per employee):
- c. Cap for Three-Party Plans (per employee):
- d. Cap for Family Plans (per employee):
- e. Cap for Cafeteria Plans (per employee):
- f. Are these benefit caps hard or soft caps?

3. Does the LEA contribute to retiree health and welfare benefits? Yes No

4. Is Life Insurance offered as a benefit? Yes No

5. Is Long Term Disability offered as a benefit? Yes No

Health & Welfare Benefits

Employee Benefits Overview (Part 2)

Description: Questions 6 through 12 related to Certificated Data Benefits reporting. Additionally, the user is presented with options to “Save and Continue Editing” or “Save and Mark Complete.”

6. Is a Cancer Care plan offered as a benefit? Yes No

7. Is Prescription Medication offered as a supplemental benefit? Yes No

8. Is Accidental Death & Dismemberment offered as a benefit? Yes No


9. Is Travel Accident Insurance offered as a benefit? Yes No


10. Is Long Term Care Insurance offered as a benefit? Yes No

11. Is Cash offered in lieu of accepting health & welfare benefit plans? Yes No

12. Is Tuition Reimbursement offered as a benefit? Yes No

Note: May also be considered as part of salary. Do not answer 'Yes' if this is considered a part of salary.

[Save and Continue Editing](#) 

[Save and Mark Complete](#) 

Health & Welfare Benefits

Active Employee Benefits

Description: The screen where the LEA will add health & welfare benefit plans to be used for certificated reporting.

Certificated Data
Active Employee Benefits ⌚ Awaiting Data Entry

Add Benefit Plan

To add Active Employee Benefits, click the "Add Benefit Plan" button below.

[Add Benefit Plan](#)

No Active Employee Benefits Added

If there are no Active Employee Benefits to add, click the "Mark Section Complete" button below.

[Mark Section Complete ✔](#)

Add Benefit Plan

Description: Pop up box to add benefit plans for certificated benefit reporting, connected to the Health & Welfare Benefits Data subsection and Active Employee Benefits clause.

Add Benefit Plan ✕

New Benefit Plan Information

New Benefit Plan Name

New Benefit Plan Type

Coverage Type Information

Note: You must add 1 Coverage Type now, then you can add additional ones after creating the Benefit Plan.

Coverage Type

Plan Cost (Annual) \$

LEA Contribution \$

FTE Count

Health & Welfare Benefits

Retiree (65 & Under) Benefits

Description: The screen where the LEA will add health & welfare benefit plans to be used for certificated retiree 65 and under reporting. **This is a replica of the Active Employee Benefits and Add Benefit Plan screens. Functionality is 100% similar.**

Certificated Data
Retiree (65 & Under) Benefits ⌚ Awaiting Data Entry

Add Benefit Plan

To add Retiree (65 & Under) Benefits, click the "Add Benefit Plan" button below.

[Add Benefit Plan](#)

No Retiree (65 & Under) Benefits Added

If there are no Retiree (65 & Under) Benefits to add, click the "Mark Section Complete" button below.

[Mark Section Complete ✓](#)

Health & Welfare Benefits

Retiree (66 & Over) Benefits

Description: The screen where the LEA will add health & welfare benefit plans to be used for certificated retiree 66 and over reporting. **This is a replica of the Active Employee Benefits and Add Benefit Plan screens. Functionality is 100% similar.**

Certificated Data

Retiree (66 & Over) Benefits ⌚ Awaiting Data Entry

Add Benefit Plan

To add Retiree (66 & Over) Benefits, click the "Add Benefit Plan" button below.

[Add Benefit Plan](#)

No Retiree (66 & Over) Benefits Added

If there are no Retiree (66 & Over) Benefits to add, click the "Mark Section Complete" button below.

[Mark Section Complete ✔](#)

Help & Tools

C-90 Index & Data Reporting Tips

Description: The C-90 Index & Data Reporting Tips serves as a glossary of commonly used terms in the C-90 application which is also equipped with written instructions on how to navigate the application in the section that is applicable to the term being reviewed by the user.

Link to the webpage: <https://www.cde.ca.gov/fg/sf/c90indexdatareporttips.asp>


Help & Tools

Upload Salary Schedule Step Data (Part 1)

Description: Overview and instructions Steps 1 through 3 pertaining to Certificated Salary Data and the upload process.

Certificated Data

Upload Salary Schedule Step Data

Overview & Instructions 

Step 1: Understanding The Upload Process

- This process allows LEAs to upload a data-filled file in order to report Certificated Employee Salary Schedule Step data all at once (instead of manually entering through website controls).
- The file used to upload data must be a Comma Separated Value (CSV) file. Any spreadsheet software (Example: Excel) can be used to prepare this file.
- The structure of the CSV file is a series of rows, each representing a Certificated Employee Salary Schedule Step record, along with corresponding columns that represent the data values for that record. In the **Data Columns** section below, each column is described in detail.
- **Important Note:** Uploading a validated file **irretrievably replaces** any existing data; it **does not** append to or modify existing data. In the event of an error, no existing data will be changed.

Step 2: Downloading A CSV File To Work With

- It is recommended to always start the process by downloading an appropriate file with which to work (either a template file or an existing data file). By starting with a downloaded file, it is ensured the column names are already set up.
- Review the **File Downloads** section below to either download previously added data (if existing), or to download a blank or example-filled template.

Step 3: Modifying the CSV File and Upload

- Add the data to the CSV file while following the guidelines described in the **Data Columns** section.
- When finished adding to or modifying the file, the controls at the bottom of the page can be used to upload it.
- If the system encounters errors during the upload process, please fix them and attempt to upload the file again.

Help & Tools

Upload Salary Schedule Step Data (Part 2)

Description: File downloads and data columns pertaining to Certificated Salary Data.

File Downloads ^

- The LEA's current Certificated Salary Schedule CSV file: [\[download\]](#)
- A blank Certificated Salary Schedule CSV template file: [\[download\]](#)

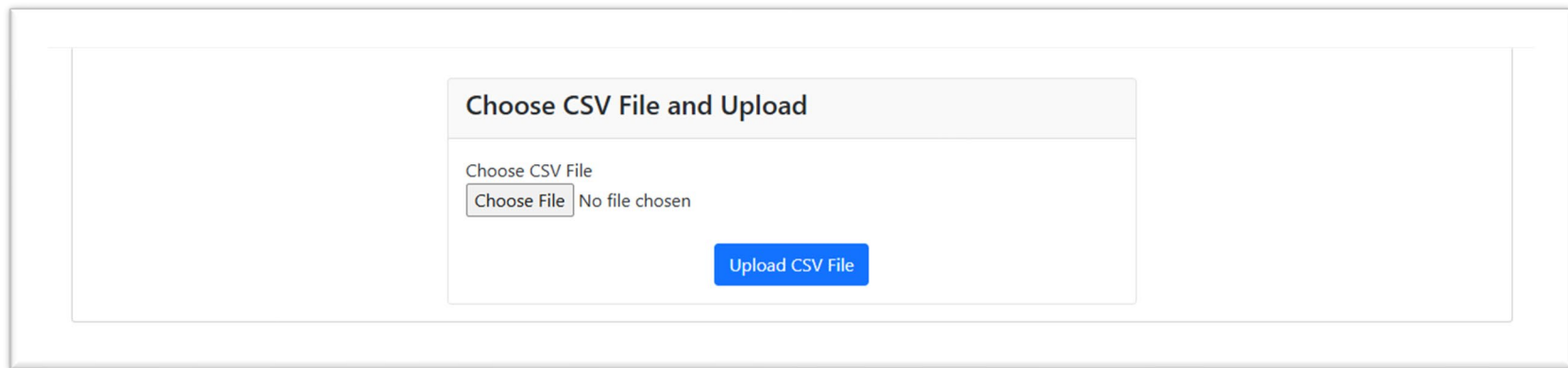
Data Columns ^

Column Name	Description	Value Rules	Example Value
StepNumber	The Salary Step Number.	The Step Numbers must be displayed in order from 1 to 45 with no missing or skipped numerals. Even if none of the Salary Columns have data for a given Step Number, it must still be included in the file.	1
Column1_Salary	The Salary for Column 1 at the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• A valid non-negative decimal value.• Do not include currency symbols, commas, or other non-decimal characters.	98765.43
Column1_FTE	The current FTE count of employees at Column 1 and the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits.	12.34
Column[2-20]_Salary	The Salary for Column [2-20] at the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• A valid non-negative decimal value.• Do not include currency symbols, commas, or other non-decimal characters.• Include a Salary Column for each corresponding Column in the Salary Schedule.	87654.32
Column[2-20]_FTE	The current FTE count of employees at Column [2-20] and the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits.• Include an FTE Column for each corresponding Column in the Salary Schedule.	23.45

Help & Tools

Upload Salary Schedule Step Data (Part 3)

Description: The Upload CSV File button pertaining to Certificated Salary Data. The user may choose the CSV file and proceed to upload.



The screenshot shows a web interface for uploading a CSV file. It features a light gray header box with the text "Choose CSV File and Upload". Below this header is a white box containing the text "Choose CSV File". Underneath, there is a "Choose File" button and the text "No file chosen". At the bottom right of the white box is a blue "Upload CSV File" button.

Help & Tools

Upload Employee Benefits Data (Part 1)

Description: Overview and instructions Steps 1 through 3 pertaining to Certificated Employee Benefits Data and the upload process.

Certificated Data

Upload Employee Benefits Data

Overview & Instructions

Step 1: Understanding The Upload Process

- This process allows LEAs to upload a data-filled file in order to report Certificated Employee Benefit Plan and Coverage data all at once (instead of manually entering through website controls).
- The file used to upload data must be a Comma Separated Value (CSV) file. Any spreadsheet software (Example: Excel) can be used to prepare this file.
- The structure of the CSV file is a series of rows, each representing a Certificated Employee Benefit Plan and Coverage record, along with corresponding columns that represent the data values for that record. In the **Data Columns** section below, each column is described in detail.
- **Important Note:** Uploading a validated file **irretrievably replaces** any existing data; it **does not** append to or modify existing data. In the event of an error, no existing data will be changed.

Step 2: Downloading A CSV File To Work With

- It is recommended to always start the process by downloading an appropriate file with which to work (either a template file or an existing data file). By starting with a downloaded file, it is ensured the column names are already set up.
- Review the **File Downloads** section below to either download previously added data (if existing), or to download a blank or example-filled template.

Step 3: Modifying the CSV File and Upload

- Add the data to the CSV file while following the guidelines described in the **Data Columns** section.
- When finished adding to or modifying the file, the controls at the bottom of the page can be used to upload it.
- If the system encounters errors during the upload process, please fix them and attempt to upload the file again.

Help & Tools

Upload Employee Benefits Data (Part 2)

Description: File downloads and data columns pertaining to Certificated Employee Benefits Data.

File Downloads ⌵

- The LEA's current Certificated Employee Benefits CSV file: [\[download\]](#)
- A blank Certificated Employee Benefits CSV template file: [\[download\]](#)

Data Columns ⌵

Column Name	Description	Value Rules	Example Value
EmployeeType	The type of Employee for which the row's Benefit Plan and Coverage are applicable.	One value from the following list: <ul style="list-style-type: none">• Active• Ret65Under• Ret66Over	Ret65Under
PlanName	The name of the Benefit Plan being described by the row.	<ul style="list-style-type: none">• A text string name of the Employee Benefit Plan.	Aetna HMO
PlanType	The type of the Benefit Plan being described by the row.	One value from the following list: <ul style="list-style-type: none">• Health• Dental• Vision	Dental
CoverageType	The type of Coverage for this row's Benefit Plan.	One value from the following list: <ul style="list-style-type: none">• One-Party• Two-Party• Three-Party• Family• Composite	Two-Party
PlanCost	The annual cost for the Employee Benefit Plan and Coverage.	<ul style="list-style-type: none">• A valid non-negative decimal value.• Do not include currency symbols, commas, or other non-decimal characters.	12345.67

Help & Tools

Upload Employee Benefits Data (Part 3)

Description: The continuation of data columns and value rules pertaining to Certificated Employee Benefits Data. The Upload CSV File button is also present where the user may choose the CSV file and proceed to upload.

LEAContribution	The annual contribution by the LEA for the Employee Benefit Plan and Coverage.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits.• Do not include currency symbols, commas, or other non-decimal characters.• Cannot be greater than the value of the PlanCost cell.	9876.54
FTE	The current FTE count of employees who are enrolled in this Benefit Plan and Coverage.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits.	456.78

Choose CSV File and Upload

Choose CSV File

Choose File

 No file chosen

Upload CSV File

Classified Data Menu

Description: Classified Data Menu with subsections for Employee Salary Data, Health & Welfare Benefits, and Help & Tools. Employee Salary Data contains clauses for Admin Assistant/Secretary – School Site, Admin Assistant/Secretary – Central Office, Bus Driver, Custodian, Food Service Worker, Instructional Aide – General Education, Instructional Aide – Special Education, and Other Salary Data. Health & Welfare Benefits contains clauses for the employee benefits overview, active employee benefit entry, retiree (65 & Under) benefit and retiree (66 & Over) benefit entry. Help & Tools contains clauses for the C-90 Index & Data Reporting Tips, uploading salary schedule step data, and uploading employee benefits data.

Classified Data ⌄ Awaiting Data Entry

Employee Salary Data

- Admin Assistant/Secretary - School Site ⌄
- Admin Assistant/Secretary - Central Office ⌄
- Bus Driver ⌄
- Custodian ⌄
- Food Service Worker ⌄
- Instructional Aide - General Education ⌄
- Instructional Aide - Special Education ⌄
- Other Salary Data ⌄

Health & Welfare Benefits

- Employee Benefits Overview(s) ⌄
- Active Employee Benefits ⌄
- Retiree (65 & Under) Benefits ⌄
- Retiree (66 & Over) Benefits ⌄

Help & Tools

- C-90 Index & Data Reporting Tips
- Upload Salary Schedule Data
- Upload Employee Benefits Data

Employee Salary Data

Classification Salary Schedule (Example Food Service Worker)

Description: An example of a classified salary schedule with entry fields for Hourly Wage (required), Annual salary (optional), Monthly salary (optional), Daily wage (optional), and FTE count (required).

Classified Data
Food Service Worker

Awaiting Data Entry

Salary Data has been saved successfully.

Does the LEA have salary data to submit for this classified position? Yes No

Salary Schedule

Salary Summary

Step	Hourly Wage	Annual (Optional)	Monthly (Optional)	Daily (Optional)	FTE Count	Step	Hourly Wage	Annual (Optional)	Monthly (Optional)	Daily (Optional)	FTE Count
1	\$	\$	\$	\$		21	\$	\$	\$	\$	
2	\$	\$	\$	\$		22	\$	\$	\$	\$	
3	\$	\$	\$	\$		23	\$	\$	\$	\$	
4	\$	\$	\$	\$		24	\$	\$	\$	\$	
5	\$	\$	\$	\$		25	\$	\$	\$	\$	
6	\$	\$	\$	\$		26	\$	\$	\$	\$	
7	\$	\$	\$	\$		27	\$	\$	\$	\$	
8	\$	\$	\$	\$		28	\$	\$	\$	\$	

Employee Salary Data

Classification Salary Schedule (Example Bus Driver)

Description: An example of an alternate view of a classified salary schedule when an LEA selects “No.” They do not have salary data to submit for this specific classified position.

Classified Data
Bus Driver ✔ Data Entry Complete

Selection has been saved successfully.

Does the LEA have salary data to submit for this classified position? Yes No

Employee Salary Data

Classification Salary Summary (Example Custodian, Part 1)

Description: Salary summary questions 1 through 7 related to Classified Data reporting.

Classified Data

Custodian

⌚ Awaiting Data Entry

Salary Schedule Salary Summary

1. Specify the Bargaining Unit or Employee Group (if not represented) this classification is associated with:

2. Specify the classification name provided on the LEA's salary schedule if different from the classified position title in *Education Code 42238.016*:

3. Specify the classification position number:

4. Specify the effective date of the salary schedule:

5. Specify the Board approval date of the salary schedule (Optional):

6. Has the LEA settled labor negotiations with the applicable bargaining unit for the reporting year? If reporting data for a non-represented employee group, report Not Applicable:

7. Specify the percentage of regular salary schedule change over prior year regular salary schedule: %

Employee Salary Data

Classification Salary Summary (Example Custodian, Part 2)

Description: Salary summary questions 8 through 14 related to Classified Data reporting. Additionally, the user is presented with options to “Save and Continue Editing” or “Save and Mark Complete.”

8. If there was a reduction in the regular salary schedule from the prior year, was it due to furlough days?

9. Is there contingency language in the collective bargaining agreement that could retroactively increase/decrease the salary schedule? Yes No

10. Specify the number or range of work days for this classification:

11. Instead of providing a separate amount for health & welfare benefits, LEAs may elect to include benefits in their salary amounts. Does this salary schedule include benefit amounts? Yes No

12. Specify the highest possible salary placement (by Step Number) for an experienced employee in this classification:

13. Specify the highest possible salary placement (by Step Number) for a substitute employee in this classification:

14. Provide any additional information that is pertinent to the salary data for this classified position, to be included in C-90 publicly available data:

Employee Salary Data

Other Salary Data (Part 1)

Description: Questions 1 through 6 related to Classified Data reporting regarding substitute, night shift, bilingual, rural community, non-traditional workweek, and summer school employees.

Classified Data

Other Salary Data

 Awaiting Data Entry

1. Are substitutes utilized in classified positions? Yes No

2. Are night shift employees utilized in classified positions? Yes No

3. Are bilingual employees utilized in classified positions? Yes No

4. Are rural community employees utilized in classified positions? Yes No

5. Are non-traditional workweek employees utilized in classified positions? Yes No

6. Are summer school employees utilized in classified positions? Yes No

Employee Salary Data

Other Salary Data (Part 2)

Description: Questions 7 and 8 continued from the previous questions. These questions are related to differential pay, stipends, and bonuses.

7. Are differential pay, stipends, or bonuses offered to classified employees for the following reasons?

- a. Possession of an Associate Degree Yes No
- b. Possession of a Bachelor Degree Yes No
- c. Possession of a Master Degree Yes No
- d. Possession of a Doctorate Degree Yes No
- e. Possession of a Juris Doctorate Degree Yes No
- f. Substitute work Yes No
- g. Night shift work Yes No
- h. Bilingual designation Yes No
- i. Rural community work Yes No
- j. Assigned to a non-traditional work week schedule Yes No
- k. Summer school work Yes No

8. Are these bonuses / differential pay / stipends presented across the board or are they applied in the salary schedule?

Employee Salary Data

Other Salary Data (Part 3)


Description: Questions 9 and 10 continued from the previous questions. These questions are related to anniversary/longevity increases and tuition reimbursement. Additionally, the user is presented with options to “Save and Continue Editing” or “Save and Mark Complete.”


9. Are anniversary / longevity increases offered to classified employees? Yes No

If "Yes" above, what are the milestones that apply to the increases in terms of years? List all that apply (ex. 5 years, 10 years, etc.).

10. Is tuition reimbursement offered to classified employees as part of an employee's salary? Yes No

Note: May also be considered a benefit. Do not answer "Yes" if this is considered a benefit.

Save and Continue Editing 

Save and Mark Complete 

Health & Welfare Benefits

Employee Benefits Overview (Part 1)

Description: Selection of a Bargaining Unit or Employee Group to open Classified Employee Benefits Overview reporting.

Classified Data
Employee Benefits Overview(s) ⌚ Awaiting Data Entry

Choose A Bargaining Unit or Employee Group

▼

Health & Welfare Benefits

Employee Benefits Overview (Part 2)

Description: Questions 1 and 2 related to Classified Data Benefits reporting.

Classified Data

Employee Benefits Overview(s) ⌚ Awaiting Data Entry

Working With Bargaining Unit or Employee Group
Classified Employees [Awaiting Data Entry] ▾

Classified Employees Benefits Overview Data ⌚ Awaiting Data Entry

[\[Delete This Overview Data\]](#)

1. If any employee benefits are purchased through a Joint Powers Authority or a trust, please specify the name of the agency or trust:

2. Health & Welfare Benefit Caps (The maximum amount paid for each of the following):

- a. Cap for Single Employee (per employee):
- b. Cap for Two-Party Plans (per employee):
- c. Cap for Three-Party Plans (per employee):
- d. Cap for Family Plans (per employee):
- e. Cap for Cafeteria Plans (per employee):

Health & Welfare Benefits

Employee Benefits Overview (Part 3)

Description: The continuation of question 2 plus questions 3 through 12 related to Classified Data Benefits reporting. Additionally, the user is presented with options to “Save and Continue Editing” or “Save and Mark Complete.”

f. Are these benefit caps hard or soft caps?

3. Does the LEA contribute to retiree health and welfare benefits? Yes No

4. Is Life Insurance offered as a benefit? Yes No

5. Is Long Term Disability offered as a benefit? Yes No

6. Is a Cancer Care plan offered as a benefit? Yes No

7. Is Prescription Medication offered as a supplemental benefit? Yes No

8. Is Accidental Death & Dismemberment offered as a benefit? Yes No

9. Is Travel Accident Insurance offered as a benefit? Yes No

10. Is Long Term Care Insurance offered as a benefit? Yes No

11. Is Cash offered in lieu of accepting health & welfare benefit plans? Yes No

12. Is Tuition Reimbursement offered as a benefit? Yes No

Note: May also be considered as part of salary. Do not answer "Yes" if this is considered a part of salary.

Health & Welfare Benefits

Active Employee Benefits (Part 1)

Description: Selection of a Bargaining Unit or Employee Group to open Classified Data Benefits reporting for Active Employees.

Classified Data
Active Employee Benefits 🕒 Awaiting Data Entry

Choose A Bargaining Unit or Employee Group

▼

Health & Welfare Benefits

Active Employee Benefits (Part 2)

Description: The screen where the LEA will add health & welfare benefit plans for Classified Data. This is 100% consistent with functionality in Certificated Data.

Classified Data
Active Employee Benefits ⌚ Awaiting Data Entry

Working With Bargaining Unit or Employee Group

Classified Employees [Awaiting Data Entry] ▾

Classified Employees Active Employee Benefits Data ⌚ Awaiting Data Entry

Add Benefit Plan

To add Active Employee Benefits, click the "Add Benefit Plan" button below.

[Add Benefit Plan](#)

No Active Employee Benefits Added

If there are no Active Employee Benefits to add, click the "Mark Section Complete" button below.

[Mark Section Complete ✔](#)

Health & Welfare Benefits

Retiree (65 & Under) Benefits

Description: Selection of a Bargaining Unit or Employee Group to open Classified Data Benefits reporting for retirees 65 and under.

Classified Data

Retiree (65 & Under) Benefits

⌚ Awaiting Data Entry

Choose A Bargaining Unit or Employee Group

Please Note: If an LEA is reporting multiple classified bargaining units that share the same retiree benefits, return to the [Bargaining Unit & Employee Groups](#) section under Overview Data. Create an alias bargaining unit titled "Classified retiree benefits reporting".

Health & Welfare Benefits

Retiree (66 & Over) Benefits

Description: Selection of a Bargaining Unit or Employee Group to open Classified Data Benefits reporting for retirees 66 and over. **The Retiree (65 & Under) Benefits and the Retiree (66 & Over) Benefits entry method is a replica of the Active Employee Benefits and Add Benefit Plan screens for Classified Data. Functionality is 100% similar.**

Classified Data
Retiree (66 & Over) Benefits Awaiting Data Entry

Choose A Bargaining Unit or Employee Group

Please Note: If an LEA is reporting multiple classified bargaining units that share the same retiree benefits, return to the [Bargaining Unit & Employee Groups](#) section under Overview Data. Create an alias bargaining unit titled "Classified retiree benefits reporting".

Note: For the Retiree (65 & Under) Benefits and the Retiree (66 & Over) Benefits, if an LEA is reporting multiple classified bargaining units that share the same retiree benefits, return to the Bargaining Unit and Employee Groups section under Overview Data. Create an alias bargaining unit titled “Classified retiree benefits reporting.”

Help & Tools

C-90 Index & Data Reporting Tips

Description: The C-90 Index & Data Reporting Tips serves as a glossary of commonly used terms in the C-90 application which is also equipped with written instructions on how to navigate the application in the section that is applicable to the term being reviewed by the user.

Link to the webpage: <https://www.cde.ca.gov/fg/sf/c90indexdatareporttips.asp>

Help & Tools

Upload Salary Schedule Data (Part 1)

Description: Overview and instructions Step 1 through 3 pertaining to Classified Salary Data.

Classified Data

Upload Salary Schedule Data

Overview & Instructions

Step 1: Understanding The Upload Process

- This process allows LEAs to upload a data-filled file in order to report Classified Employee Salary Schedule data all at once (instead of manually entering through website controls).
- The file used to upload data must be a Comma Separated Value (CSV) file. Any spreadsheet software (Example: Excel) can be used to prepare this file.
- The structure of the CSV file is a series of rows, each representing a Classified Employee Salary Schedule record, along with corresponding columns that represent the data values for that record. In the **Data Columns** section below, each column is described in detail.
- **Important Note:** Uploading a validated file **irretrievably replaces** any existing data; it **does not** append to or modify existing data. In the event of an error, no existing data will be changed.

Step 2: Downloading A CSV File To Work With

- It is recommended to always start the process by downloading an appropriate file with which to work (either a template file or an existing data file). By starting with a downloaded file, it is ensured the column names are already set up.
- Review the **File Downloads** section below to either download previously added data (if existing), or to download a blank or example-filled template.

Step 3: Modifying the CSV File and Upload

- Add the data to the CSV file while following the guidelines described in the **Data Columns** section.
- When finished adding to or modifying the file, the controls at the bottom of the page can be used to upload it.
- If the system encounters errors during the upload process, please fix them and attempt to upload the file again.

Help & Tools

Upload Salary Schedule Data (Part 2)

Description: File downloads pertaining to Classified Salary Data.

File Downloads

- The LEA's current Classified Salary Schedule CSV file: [\[download\]](#)
- A blank Classified Salary Schedule CSV template file: [\[download\]](#)

Help & Tools

Upload Salary Schedule Data (Part 3)

Description: Data column values pertaining to Classified Salary Data. Focus on Administrative Assistant / Secretary Schoolsite classification.

Data Columns ^			
Column Name	Description	Value Rules	Example Value
StepNumber	The Salary Step Number.	The Step Numbers must be displayed in order from 1 to 40 with no missing or skipped numerals. Even if none of the Salary Columns have data for a given Step Number, it must still be included in the file.	1
AdmAsstSchool_Hourly	The Hourly Wage for "Admin Assistant/Secretary - School Site" at the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• The Hourly Wage is required if there is any data for this classification at this Step Number.• A valid non-negative decimal value with up to 2 significant digits and no currency symbols.• Do not include currency symbols, commas, or other non-decimal characters.	134567.89
AdmAsstSchool_Annual	The Annual Wage for "Admin Assistant/Secretary - School Site" at the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits and no currency symbols.• Do not include currency symbols, commas, or other non-decimal characters.• This value is optional.	123456.78

Help & Tools

Upload Salary Schedule Data (Part 4)

Description: The continuation and second page of data column values pertaining to Classified Salary Data. Focus on the rest of the Administrative Assistant / Secretary Schoolsite classification. For the remaining six Classified classifications, repeat the instructions presented on this slide and the previous slide for constructing the CSV file.

AdmAsstSchool_Monthly	The Monthly Wage for "Admin Assistant/Secretary - School Site" at the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits and no currency symbols.• Do not include currency symbols, commas, or other non-decimal characters.• This value is optional.	134567.89
AdmAsstSchool_Daily	The Daily Wage for "Admin Assistant/Secretary - School Site" at the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits and no currency symbols.• Do not include currency symbols, commas, or other non-decimal characters.• This value is optional.	134567.89
AdmAsstSchool_FTE	The FTE count for "Admin Assistant/Secretary - School Site" at the given Step Number of the Salary Schedule.	<ul style="list-style-type: none">• The FTE count is required if there is any data for this classification at this Step Number.• A valid non-negative decimal value with up to 2 significant digits.	98.76

Help & Tools

Upload Salary Schedule Data (Part 5)

Description: The Upload CSV File button pertaining to Classified Salary Data, where the user may choose the CSV file and proceed to upload.

Choose CSV File and Upload

Choose CSV File

No file chosen

Help & Tools

Upload Employee Benefits Data (Part 1)

Description: Overview and instructions Step 1 through 3 pertaining to Classified Employee Benefits Data.

Classified Data

Upload Employee Benefits Data

Overview & Instructions

Step 1: Understanding The Upload Process

- This process allows LEAs to upload a data-filled file in order to report Classified Employee Benefit Plan and Coverage data all at once (instead of manually entering through website controls).
- The file used to upload data must be a Comma Separated Value (CSV) file. Any spreadsheet software (Example: Excel) can be used to prepare this file.
- The structure of the CSV file is a series of rows, each representing a Classified Employee Benefit Plan and Coverage record, along with corresponding columns that represent the data values for that record. In the **Data Columns** section below, each column is described in detail.
- **Important Note:** Uploading a validated file **irretrievably replaces** any existing data; it **does not** append to or modify existing data. In the event of an error, no existing data will be changed.

Step 2: Downloading A CSV File To Work With

- It is recommended to always start the process by downloading an appropriate file with which to work (either a template file or an existing data file). By starting with a downloaded file, it is ensured the column names are already set up.
- Review the **File Downloads** section below to either download previously added data (if existing), or to download a blank or example-filled template.

Step 3: Modifying the CSV File and Upload

- Add the data to the CSV file while following the guidelines described in the **Data Columns** section.
- When finished adding to or modifying the file, the controls at the bottom of the page can be used to upload it.
- If the system encounters errors during the upload process, please fix them and attempt to upload the file again.

Help & Tools

Upload Employee Benefits Data (Part 2)

Description: File downloads and data column values pertaining to Classified Employee Benefits Data.

File Downloads

- The LEA's current Classified Employee Benefits CSV file: [\[download\]](#)
- A blank Classified Employee Benefits CSV template file: [\[download\]](#)

Data Columns

Column Name	Description	Value Rules	Example Value
EmployeeGroup	The Bargaining Unit or Employee Group for which the row's Benefit Plan and Coverage are applicable.	One value from the list of the LEA's Bargaining Unit & or Employee Groups : <ul style="list-style-type: none">• Classified Employees• Winnerss	Classified Employees
EmployeeType	The type of Employee for which the row's Benefit Plan and Coverage are applicable.	One value from the following list: <ul style="list-style-type: none">• Active• Ret65Under• Ret66Over	Ret65Under
PlanName	The name of the Benefit Plan being described by the row.	<ul style="list-style-type: none">• A text string name of the Employee Benefit Plan.	Aetna HMO

Help & Tools

Upload Employee Benefits Data (Part 3)

Description: The continuation of data column values pertaining to Classified Employee Benefits Data.

PlanType	The type of the Benefit Plan being described by the row.	One value from the following list: <ul style="list-style-type: none">• Health• Dental• Vision	Dental
CoverageType	The type of Coverage for this row's Benefit Plan.	One value from the following list: <ul style="list-style-type: none">• One-Party• Two-Party• Three-Party• Family• Composite	Two-Party
PlanCost	The annual cost for the Employee Benefit Plan and Coverage.	<ul style="list-style-type: none">• A valid non-negative decimal value.• Do not include currency symbols, commas, or other non-decimal characters.	12345.67

Help & Tools

Upload Employee Benefits Data (Part 4)

Description: The last of the data column values pertaining to Classified Employee Benefits Data. The Upload CSV File button is also present where the user may choose the CSV file and proceed to upload.

LEAContribution	The annual contribution by the LEA for the Employee Benefit Plan and Coverage.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits.• Do not include currency symbols, commas, or other non-decimal characters.• Cannot be greater than the value of the PlanCost cell.	9876.54
FTE	The current FTE count of employees who are enrolled in this Benefit Plan and Coverage.	<ul style="list-style-type: none">• A valid non-negative decimal value with up to 2 significant digits.	456.78

Choose CSV File and Upload

Choose CSV File

Choose File

 No file chosen

Upload CSV File

Submit Data

Description: The screen used by LEAs to certify reporting C-90 Data under *Education Code* Section 42238.016.

Submit Data

Awaiting Data Entry

Completion and submission of all required screens, by the below authorized representative, fulfills the LEA's reporting obligation under *Education Code* Section 42238.016.

Note: CDE will utilize the following contact information to follow up on any questions regarding the LEA's data submission and to send notices related to the C-90 data reporting process (such as new reporting year availability or procedural updates).

First Name

Last Name

Title

Email Address

Phone Number

Phone Extension

[Submit Data](#)


Confirm Submission of Data

Description: LEA confirmation, submission, and finalization of C-90 data for the current reporting year.

Confirm Submission of Data ✕

Please confirm the Salary and Benefit data is ready to be submitted to CDE.

Understand that after clicking the "Submit and Finalize Data" button below, **there will not be an opportunity to edit the data unless support is contacted to unlock the submission.**

Cancel Submit and Finalize Data 

Data Submission Complete

Description: A final message confirming the process of submitting C-90 data is complete.

Data Submission Complete ✔ Data Submitted

Data Submission Complete

Thank you for submitting C-90 data!

The process is now complete; the LEA's data has been submitted to CDE. If there are any questions about the submission, or changes are needed, contact C90Data@cde.ca.gov. Downloadable files for the LEA's data can be found in the [Reports](#) section.

Reports

Description: The repository of reports available for LEA download and use during data entry and after data submission is completed.

Reports

Reporting Year: 2025-26 (Current) ▼

Report Name	Download
Certificated Salary Steps Data File A CSV data file of Certificated Salary Steps reported by the LEA	Download
Certificated Benefit Plans Data File A CSV data file of Certificated Benefit Plans reported by the LEA	Download
Classified Salary Steps Data File A CSV data file of Classified Salary Steps reported by the LEA	Download
Classified Benefit Plans Data File A CSV data file of Classified Benefit Plans reported by the LEA	Download