

****Sample Staff and Salary Information****

Salary Information		PT or FT²
FTEs ¹	XX	
Highest Salary	XX,XXX	XX
Lowest Salary	XX,XXX	XX
Mean Salary	XX,XXX	
Median Salary	XX,XXX	XX
Title of highest paid individual	XXX	

¹ *Include all full-time employees and full-time equivalents (i.e., 3 employees with one who works 20 hours per week equals 2.5 FTEs).*

² *Indicate part-time or full-time positions for Highest, Lowest, and Median Salaries.*