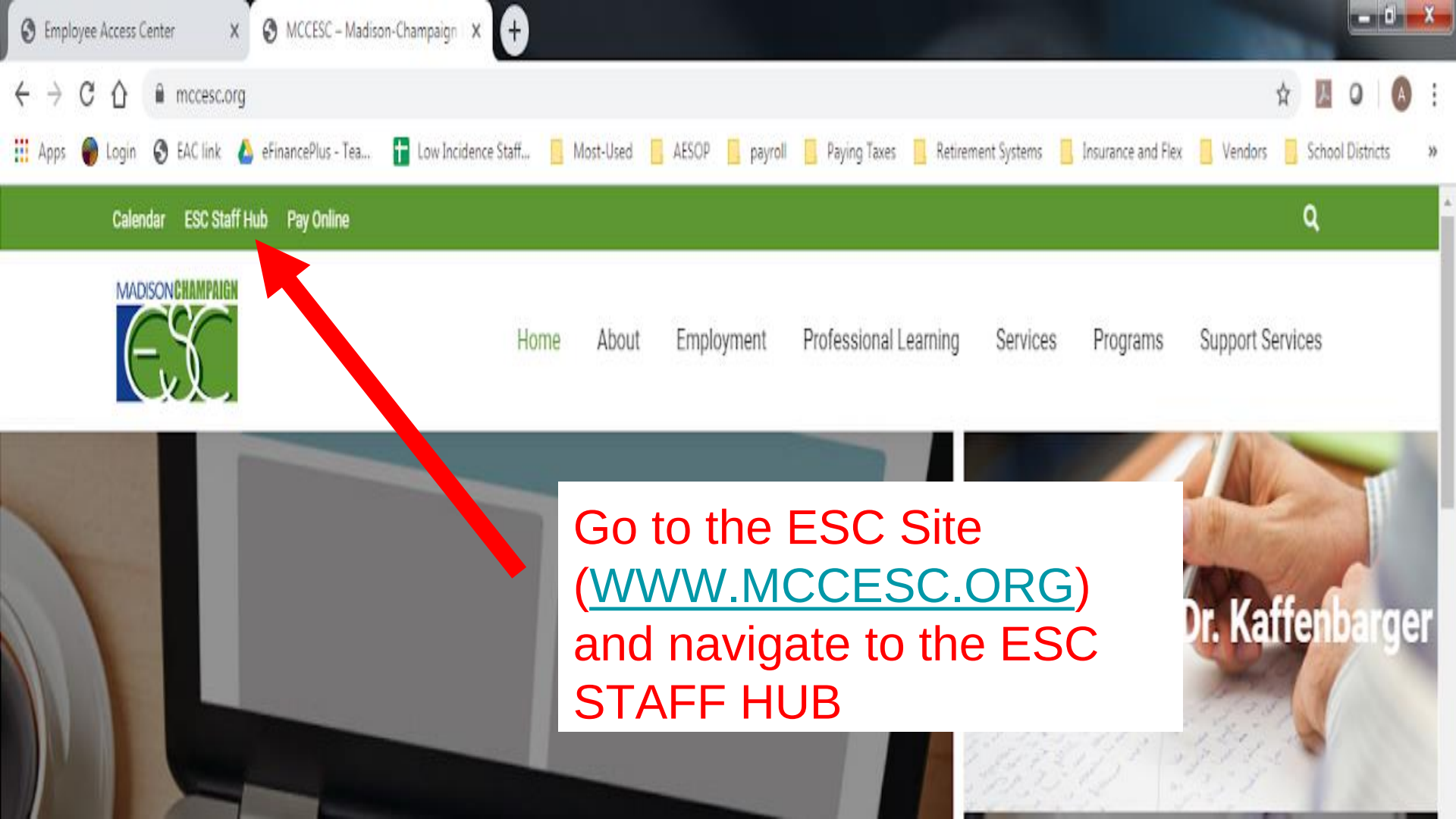
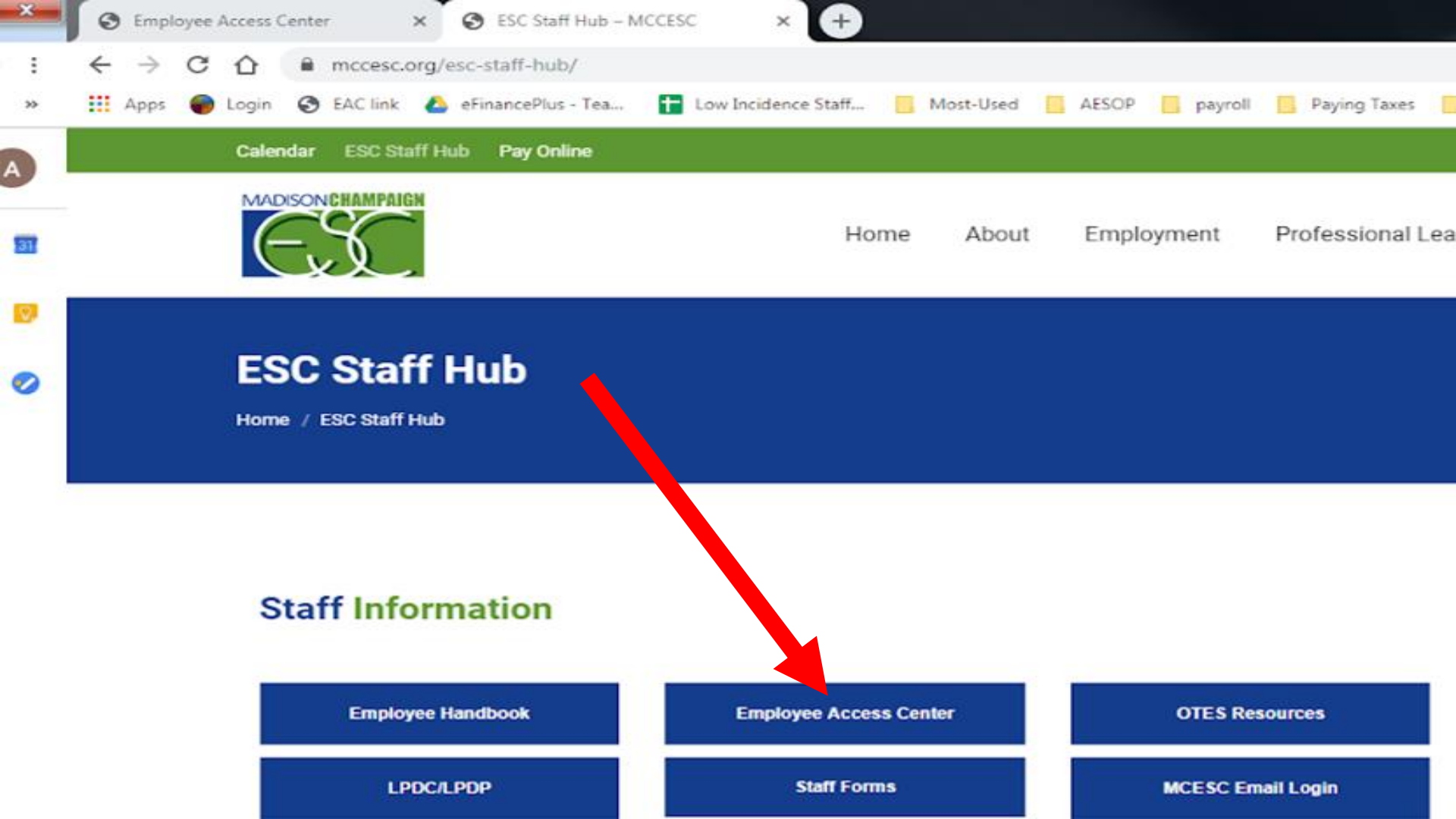
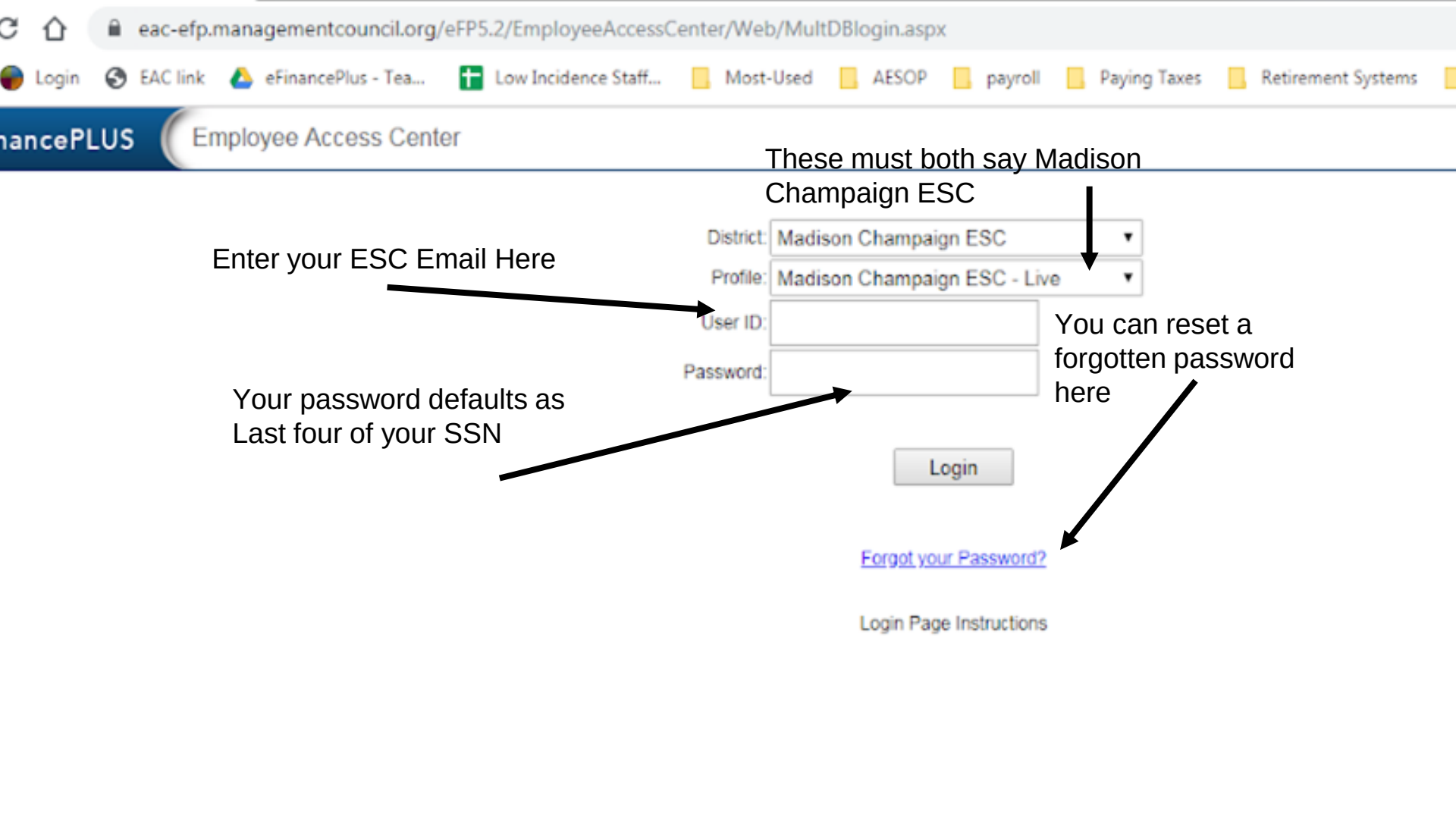
The Employee Access Center (EAC)

- This system will **replace** the Employee Kiosk for the following functions:
  - Calling off leave
  - Payslip backups
  - W2 backups
- This system has new and improved functions from the Kiosk
  - Shows your demographic, degree and licensure information (that is in payroll system)-does not show SSN.
  - Shows your salary overview, current deductions and benefits, and the new “What-if Paycheck Calculator”
  - Has links to other important ESC resources
- As of 8/9 the Kiosk **will no longer work for Leave** (only for IPDP)


Employee Access Center
MCCESC – Madison-Champaign
mccesc.org
Apps
Login
EAC link
eFinancePlus - Tea...
Low Incidence Staff...
Most-Used
AESOP
payroll
Paying Taxes
Retirement Systems
Insurance and Flex
Vendors
School Districts
Calendar
ESC Staff Hub
Pay Online
MADISON CHAMPAIGN ESC
Home
About
Employment
Professional Learning
Services
Programs
Support Services
Dr. Kaffenbarger
Go to the ESC Site (WWW.MCCESC.ORG) and navigate to the ESC STAFF HUB


Employee Access Center
ESC Staff Hub – MCCESC
mccesc.org/esc-staff-hub/
Apps
Login
EAC link
eFinancePlus - Tea...
Low Incidence Staff...
Most-Used
AESOP
payroll
Paying Taxes
Calendar
ESC Staff Hub
Pay Online
MADISON CHAMPAIGN ESC
Home
About
Employment
Professional Lea
ESC Staff Hub
Home / ESC Staff Hub
Staff Information
Employee Handbook
Employee Access Center
OTES Resources
LPDC/LPDP
Staff Forms
MCESC Email Login


eac-efp.managementcouncil.org/eFP5.2/EmployeeAccessCenter/Web/MultDBlogin.aspx
Login
EAC link
eFinancePlus - Tea...
Low Incidence Staff...
Most-Used
AESOP
payroll
Paying Taxes
Retirement Systems
nancePLUS
Employee Access Center
These must both say Madison Champaign ESC
Enter your ESC Email Here
District: Madison Champaign ESC
Profile: Madison Champaign ESC - Live
User ID:
Password:
You can reset a forgotten password here
Your password defaults as Last four of your SSN
Login
Forgot your Password?
Login Page Instructions

Employee Tasks:
- Demographic Information
- Degree and License Information
- Payroll Checks
- Salary Overview
- Create/View Leave Requests
- Task List
- W2 Archives
- Tax Information
- Deductions and Benefits
- "What If" Paycheck Calculator

Links:
- ESC Home Page
- OH Tax Finder
- PublicSchoolWORKS
- AESOP/Frontline
- Medical Mutual
- TASC (Flex Spending)
- Employee Handbook

Please contact the Payroll Department to report inaccuracies.

Information

Update

Employee ID:	10293	**Previous Name:**	
First Name:	ANDREW	**Release Information:**	No
Middle Name:	JAMES		
Last Name:	SANFORD		
Other Phone:		**Personal Cell Phone:**	
Years in District:	2	**Emergency Cell Phone:**	
Years in Total:	2	**Years in State:**	2
Emergency Contact:		**Emergency Phone:**	
Physician:		**Physician Phone:**	
Spouse:		**Spouse Phone:**	
Staff State ID:	ZS7801058		

Race/Ethnic Identity

Update

Race/Ethnicity

Ethnicity: Not Hispanic or Latino

Race:

- [ ] AMERICAN INDIAN/ALASKAN NATIVE
- [ ] Asian
- [ ] BLACK OR AFRICAN AMERICAN
- [ ] HAWAIIAN/PACIFIC ISLANDER
- [ ] NOT SPECIFIED
- [x] WHITE

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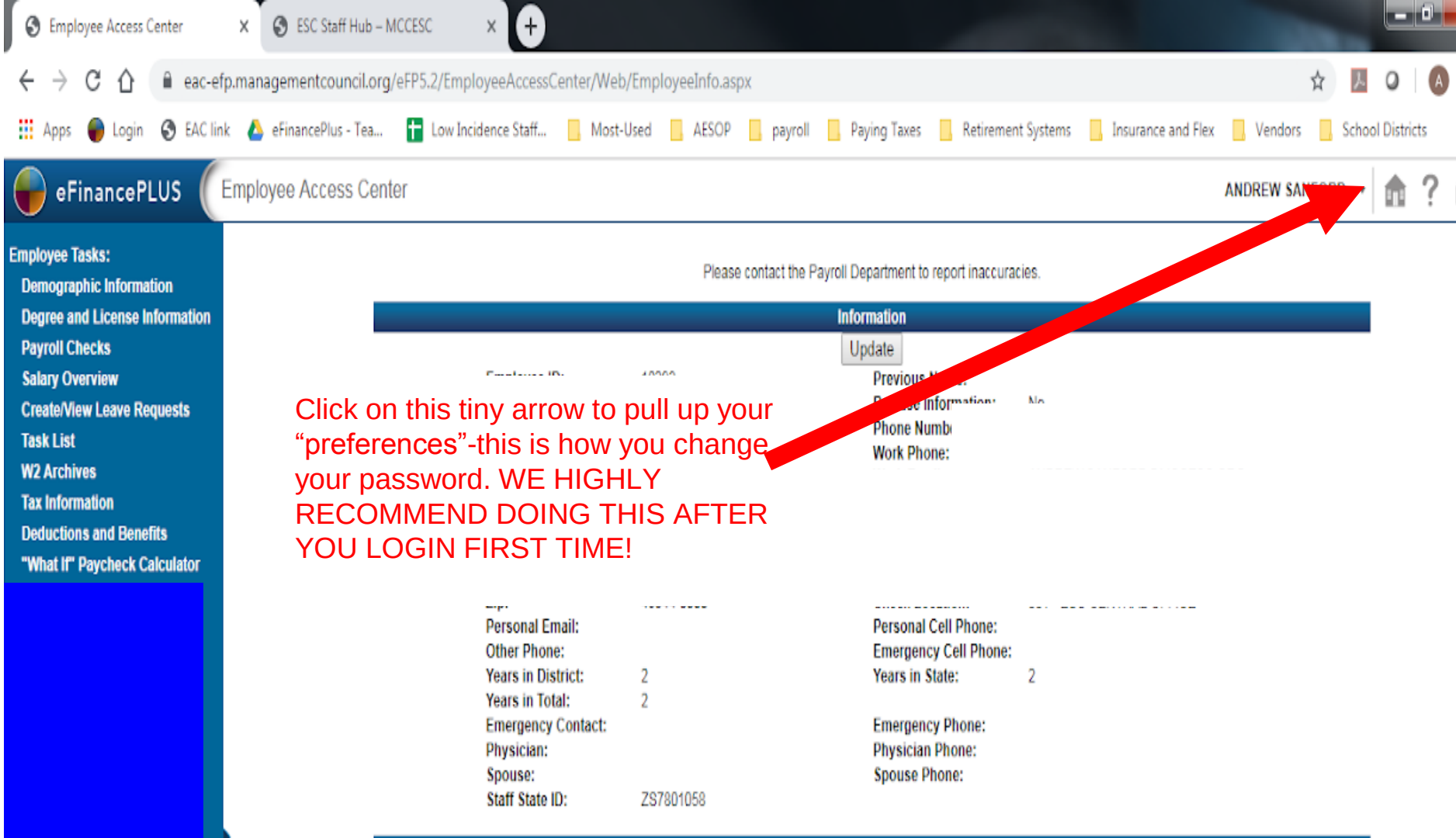
Employee Access Center
ESC Staff Hub – MCCESC
eac-efp.managementcouncil.org/eFP5.2/EmployeeAccessCenter/Web/EmployeeInfo.aspx
Apps
Login
EAC link
eFinancePlus - Tea...
Low Incidence Staff...
Most-Used
AESOP
payroll
Paying Taxes
Retirement Systems
Insurance and Flex
Vendors
School Districts
eFinancePLUS
Employee Access Center
ANDREW SA
Employee Tasks:
Demographic Information
Degree and License Information
Payroll Checks
Salary Overview
Create/View Leave Requests
Task List
W2 Archives
Tax Information
Deductions and Benefits
"What If" Paycheck Calculator
Please contact the Payroll Department to report inaccuracies.
Information
Update
Previous N
Phone Numb
Work Phone:
Click on this tiny arrow to pull up your "preferences"-this is how you change your password. WE HIGHLY RECOMMEND DOING THIS AFTER YOU LOGIN FIRST TIME!
Personal Email:
Other Phone:
Years in District: 2
Years in Total: 2
Emergency Contact:
Physician:
Spouse:
Staff State ID: ZS7801058
Personal Cell Phone:
Emergency Cell Phone:
Years in State: 2
Emergency Phone:
Physician Phone:
Spouse Phone:

Employee Access Center | ESC Staff Hub – MCCESC

eac-efp.managementcouncil.org/eFP5.2/EmployeeAccessCenter/Web/leavecalendar.aspx

Apps | Login | EAC link | eFinancePlus - Tea... | Low Incidence Staff... | Most-Used | AESOP | payroll | Paying Taxes | Retirement Systems | Insurance and Flex | Vendors | School Districts

eFinancePLUS | Employee Access Center | ANDREW SANFORD

Employee Tasks:
- Demographic Information
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- W2 Archives
- Tax Information
- Deductions and Benefits

Links:
- ESC Home Page
- OH Tax Finder
- PublicSchoolWORKS
- AESOP/Frontline
- Medical Mutual
- TASC (Flex Spending)
- Employee Handbook

Leave is accurate to last payrun

Leave Calendar

Leave Banks | Leave Requests

August 2018

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2018

S	M	T	W	T	F	S
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2	3	4	5	6	7	8
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
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October 2018

S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2018

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2018

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 2019

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		1	2	3	4	5
6	7	8	9	10	11	12
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27	28	29	30	31		

February 2019

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24	25	26	27	28		

March 2019

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24	25	26	27	28	29	30
31						

April 2019

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May 2019

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June 2019

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July 2019

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

WORK DAY
NON WORK DAY
HOLIDAY
WEEKEND DAY
VACATION ESC CO YEAR 3-4
PENDING LEAVE

View History Leave: Current Calendar

To call off leave or see leave balances click here

Key for leave banks is here

Click on Create/View Leave Requests

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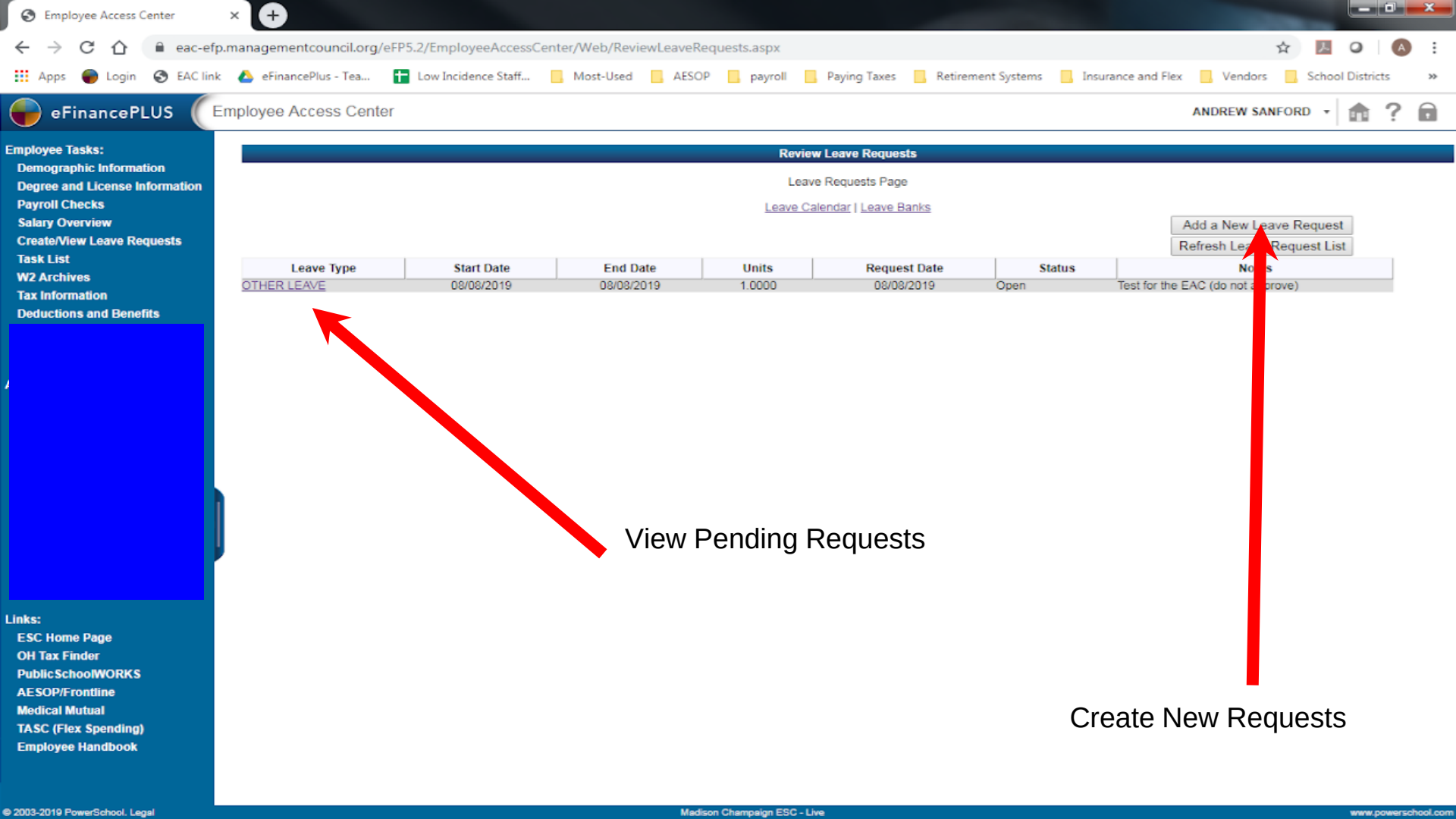
Employee Access Center
eac-efp.managementcouncil.org/eFP5.2/EmployeeAccessCenter/Web/ReviewLeaveRequests.aspx
Apps
Login
EAC link
eFinancePlus - Tea...
Low Incidence Staff...
Most-Used
AESOP
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ANDREW SANFORD
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TASC (Flex Spending)
Employee Handbook
Review Leave Requests
Leave Requests Page
Leave Calendar | Leave Banks
Add a New Leave Request
Refresh Leave Request List
Leave Type
Start Date
End Date
Units
Request Date
Status
Notes
OTHER LEAVE
08/08/2019
08/08/2019
1.0000
08/08/2019
Open
Test for the EAC (do not approve)
View Pending Requests
Create New Requests
© 2003-2019 PowerSchool. Legal
Madison Champaign ESC - Live
www.powerschool.com

Leave Request - Andrew Sanford

TYPE OF LEAVE

Number of Days (Or Hours)

Leave Bank Information

Leave Code	Leave Title	Units	Earned YTD	Taken YTD	Current Balance	Pending Leave	Ending Balance
101	SICK .8-1 FTE (DAYS)	Days	2.5000	0.000	23.5000	0.0000	23.5000
222	VACATION ESC CO YEAR 3-4	Days	2.5000	2500	6.2500		
301	PERSONAL .8-1 FTE (DAYS)	Days	3.0000	0.0000	3.0000		
402	PROFESSIONAL DEV CLASS	Days	0.0000	0.0000	0.0000	0.0000	0.0000
902	MISC LEAVE SERS	Days	0.000	0.0000	0.0000	0.0000	0.0000

When you are done hit “SAVE” button (floppy disk) in the corner

Leave Request Information

Leave Type*

Start Date* 08/08/2019

End Date* 08/08/2019

Days* 0.0000

Notes

Write reason for leave request here

Write time for leave request here

If these are missing supervisor will return for correction

Cancelling a Leave Request

eFinancePLUS | Employee Access Center

You can click on the date of the reque
to see entered requests

Go back to Create View Leave Requests

e Tasks:
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and License Information
Checks
Overview
View Leave Requests
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f" Paycheck Calculator

Leave is accurate to last payrun

Leave Calendar

Leave Banks | Leave Requests

August 2019

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2019

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1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019

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		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 201

S	M	T	W	T
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

This box will appear. Click on the Leave type. It will reroute you to another screen

ANDREW S.

Leave is accurate to last payrun

Leave Calendar

Leave Banks | Leave Requests

Leave Detail for 9/19/2019

Leave Type	Start Date	End Date	Days	Status
SICK	09/19/2019	09/19/2019	0.5000	Posted

August 2019

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

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1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019

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		1	2	3	4	5
6	7	8	9	10	11	12
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17	18	19	20	21	22	23
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1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

January 2020

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25

February 2020

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						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22

March 2020

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

eFinancePLUS | Employee Access Center

If you cannot see your submitted leave request on this screen (the calendar)
you will need to click on the leave requests list

e Tasks:
raphic Information
and License Information
Checks
Overview
View Leave Requests
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hives
ormation
ions and Benefits
f" Paycheck Calculator

Leave is accurate to last payrun

Leave Calendar

Leave Banks | Leave Requests

August 2019

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019

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		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 201

S	M	T	W	T
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

December 2019 | January 2020 | February 2020 | March 2020

Review Leave Requests

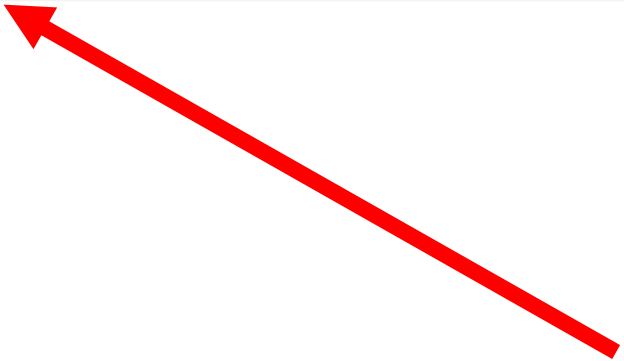
Leave Requests Page

Leave Calendar | Leave Banks

Add a New Leave Request

Refresh Leave Request List

Leave Type	Start Date	End Date	Units	Request Date	Status	Notes
OTHER LEAVE	08/09/2019	08/09/2019	1.0000	08/09/2019	Canceled	TEST ON THE EAC
OTHER LEAVE	08/08/2019	08/08/2019	1.0000	08/08/2019	Canceled	Test for the EAC (do not approve)



From this screen then, you can click on the leave type to be rerouted to another screen

Request - Andrew Sanford

Regardless of whether you go through the calendar or throug the leave request screen this is where you end up.

ank Information

equest Information

Posted

SICK

09/19/2019

09/19/2019

0.5000

Notes

If the leave can still be cancelled (click on the trash can) If the trash can does not appear you will have to contact payroll to cancel the leave request.

Below you can see where you request is at in the approval process

equest History

e/Time	Status	Activity Description	Role Description	Approver	Delegate	Comments
2:28 PM	Submitted	Start				
2:52 PM	Approved	FIRST LEVEL APPROVAL	TREASURER	KETCHAM, MATTHEW W		
2:57 PM	Approved	SECOND LEVEL	SUPERINTENDENT	KAFFENBARGER		