VALLEY VIEW SCHOOL DISTRICT 365U

AFT Pay Option Change

Name: ____

Employee ID Number: _____________________

To Begin School Year 2012-2013

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Please select one of the following pay options:

______ 1. By signing below, beginning with the 2012/2013 school year, I elect to have my annual base salary paid to me in 21 equal installments, paid every other Friday, with the first installment paid no later than September 1st of the school year or according to the payroll calendar if hired after the beginning of the school year. (i.e. $54,600/21 = $2,600/pay period).

______ 2. By signing below, beginning with the 2012/2013 school year, I elect to have my annual base salary paid to me in 26 equal installments, paid every other Friday, with the first installment paid no later than September 1st of the school year or according to the payroll calendar if hired after the beginning of the school year. (i.e. $54,600/26 = $2,100/pay period).

______ 3. By signing below, beginning with the 2012/2013 school year, I elect to have my annual base salary paid to me in 26 equal installments; the first 21 installments paid every other Friday, with the first installment beginning no later than September 1st of the school year or according to the payroll calendar if hired after the beginning of the school year, and the last five installments paid on the date of the 22nd installment in June or last pay in June for mid year hires.

Signature: ___________________________ Date: ________________

PLEASE NOTE:

- Keep a copy for your records
- Your pay choice will remain on file unless you notify the payroll Dept. in writing prior to July 31 of any given school year (a pay choice change form is available on payroll's web page.