

WYANDOTTE PUBLIC SCHOOL DISTRICT

PAY ELECTION FORM

26 Pay (Full Year) Election:

I request that my annual salary be paid in 26 equal installments over a 12 month period, instead of the less than 12 months of actual employment, effective at the beginning of the 2019-2020 school year. I understand and acknowledge that my salary will be paid to me equally in 26 pay periods. I also understand that this election is irrevocable during the year in which I elect to receive 26 equal pays. **I further understand that this election will continue from year to year unless it is cancelled by one of the following methods:**

- Taking a Board approved leave of absence without pay.
- Changing assignment during the school term, resulting in an adjustment in the number of contract days.
- Retiring, resigning or being terminated during the school year.
- Electing, prior to the start of a subsequent work year, to be paid in 21/26 equal installments (see choice below).

Signature

Name (Please Print)

Date

21 Pay Election:

I request that my annual salary be paid in 21 equal installments during my period of employment, effective at the beginning of the 2019-20 school year. I understand and acknowledge that my salary will be paid to me equally in 21 pay periods. I also understand that this election is irrevocable during the year in which I elect to receive 21 equal pays. **I further understand that this election will continue from year to year unless it is cancelled by one of the following methods:**

- Taking a Board approved leave of absence without pay.
- Changing assignment during the school term, resulting in an adjustment in the number of contract days.
- Retiring, resigning or being terminated during the school year.
- Electing, prior to the start of a subsequent work year, to be paid in 26 equal installments (see choice above).

Signature

Name (Please Print)

Date

Please return directly to Pam Kowalewski in the Payroll Office by May 24, 2019