



Kings Canyon Unified School District
Educational Support Center
Reedley CA 93654
(559) 305-7034 ~Payroll Department Fax (559) 637-1186

2019-2020 School Year

SALARY PAYMENT ALTERNATIVE FOR CLASSIFIED EMPLOYEES

*I was previously on the 11 month pay only method.
I would like to change my payment to reflect the 12 month “Deferred” pay method.*

Eleven checks. Annual salary is divided by 11 months and paid out in equal payments in **August 2019 through June 2020.**

Deferred Method:

Please initial on the line below if you wish to have your salary paid in this manner:

_____ **Twelve checks.** Annual salary is divided by 11 and paid out in equal payments in the months of **August 2019 through June 2020.** A small amount (**8.5% approx**) is taken out of your paycheck each month (eleven times, August through June) to pay the **July 2020** paycheck. **Beginning in July 2020 (not July 2019)** employees on this payroll schedule will not work in July but will receive a “deferred” paycheck in July.

Signature _____ Date _____

Printed Name: _____

Last 4-digits of Social Security # _____

Please return this form to the Payroll Department.