



**COOPERATIVE
EDUCATIONAL
SERVICES**

**SALARY REDUCTION AGREEMENT
FOR NON-TRB PARTICIPANT**

By this Agreement made between _____ (the Employee) and Cooperative Educational Services (the Employer) the parties hereto agree as follows:

Effective with respect to amounts earned on or after the first day of _____ (which date is subsequent to the execution of the Agreement), the Employee's bi-weekly salary will be reduced by the amount indicated below. At the same time C.E.S.'s Representative Council approved contribution to the Employee's annuity contract(s) will be in accordance with the contribution schedule below. The Employee and Employer contributions will be paid to _____ as designated by the Employee.

This Agreement shall be legally binding and irrevocable as to each of the parties hereto while employment continues; provided, however, that either party may terminate this Agreement as of the end of any month so that it will not apply to salary subsequently earned, by giving at least thirty days written notice of the termination.

The amount of the salary reduction shall be _____% of gross annual salary or \$_____ per pay period which will produce a total C.E.S. contribution that does not exceed the Employee's statutory exclusion allowance under Section 403(b) of the Internal Revenue Code (IRC), the limitations of Section 415 of the IRC, or the limitations of Section 402(g) of the IRC, whichever is less. It is understood that the amount defined above will be paid to _____.

Signed this _____ day of _____, _____.

By: _____ (Employee)

By: _____ (Employer)

This contribution schedule applies as follows:

All Employees (other than certified Employees covered by the Teachers' Retirement System) who satisfy the following eligibility requirements:

- (1) Complete two (2) years of service with the Employer, and
- (2) Attain age 21

For purposes of (1) above, a year of service is defined as a 12-month period starting with an Employee's date of hire (or anniversary of his or her date of hire) during which the Employee completes 1,000 hours of service.

Employee Contributions %:	Contributions by C.E.S. %:
0%	3%
1%	4%
2%	5%
3%	6%
4%	7%
5%	8%

Charles Dumais, Ed.D.
Executive Director

Christopher La Belle
Associate Executive Director

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Ivelisse Guzmán
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*Director of Finance
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