

**BREWSTER CENTRAL SCHOOL DISTRICT  
DISTRICT OFFICE  
30 FARM TO MARKET ROAD  
BREWSTER, NY 10509**

Date: June 4, 2026

To: All Full-Time Ten Month Staff

From: Michele Kolhossler & Shona Beal  
Payroll Clerks

Re: 2026 - 2027 Pay Period Election Form

**Please choose one option:**

( ) I elect to receive my 2026/2027 salary over **20** paychecks. The first pay of the 2026/2027 school year will be September 15, 2026 and the last pay will be June 30, 2027.

( ) I elect to receive my 2026/2027 salary over **24** paychecks. The first pay of the 2026/2027 school year will be on September 15, 2026. The final pay will be June 30, 2027. The equivalent of four pay checks will be paid in a lump sum with the last pay in June.

**I understand that my election is irrevocable once the school year begins.** I further understand that my election will remain in effect until I choose to change it, in writing and on the form provided, for the beginning of the next school year.

\_\_\_\_\_

Print Name

\_\_\_\_\_

Signature

**Please return form to:  
Michele Kolhossler or Shona Beal  
June 17, 2026  
Payroll Clerks  
District Office**