

FAIRFIELD PUBLIC SCHOOLS

TO: Certified Staff
FROM: Payroll Department
DATE: May 10, 2017
SUBJECT: Pay Plan Options 2017 – 2018

If you wish to change your current pay plan option, please complete the form below and return the original to payroll no later than **August 1, 2017**.

ALL CERTIFIED STAFF MEMBERS ARE PAID ON THE 22 PAY PLAN OPTION UNLESS OTHERWISE REQUESTED. THOSE HIRED AFTER THE START OF SCHOOL WILL BE ON THE 22 PAY PLAN.

**NO ACTION IS NECESSARY FOR THOSE WHO WANT TO CONTINUE ON
THEIR CURRENT PAY PLAN OPTION**

CERTIFIED STAFF

I elect the checked plan to commence in September 2017:

22 PAY PLAN (September – June)

26 PAY PLAN (Regular school year plus July and August)

21 PAY PLAN (plus a 22nd check which represents 5/26th of the annual salary)

SIGNED: _____

PRINT NAME: _____

EMPLOYEE ID#: _____

Your ID# is on your paystub and on your ID badge

If you have any questions, contact Angela Hooks or Christine Dale, Payroll Specialists, at the Payroll Office (203) 255-8386 or by email ahooks@fairfieldschools.org or cdale@fairfieldschools.org

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