

**FAIRFIELD PUBLIC SCHOOLS**

**TO: 10 and 10.5 Month Non-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 10 AND 10.5 MONTH EMPLOYEES ARE PAID ON THE 22 PAY PLAN 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**

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***NON-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)**

**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](mailto:ahooks@fairfieldschools.org) or [cdale@fairfieldschools.org](mailto:cdale@fairfieldschools.org)

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