

OXFORD PUBLIC SCHOOLS



2015/16 Contractual Salary Pay Election

I wish to have my contractual salary for the 2015/16 school year paid as follows:

_____ **21 pays** - 21 equal bi-weekly payments starting with first pay of the school year ending at completion of work year

_____ **26 pays** - 26 equal bi-weekly payments starting with first pay of the school year

_____ **26 pays - lump sum** – 26 equal bi-weekly payments starting with first pay of the school year ending with lump sum payment at the completion of the work year

I understand this payroll election is irrevocable for the 2015/16 school year

Please return this election form to the payroll office no later than 06/15/15.

If we do not receive this form with your election, your default election will be **26 pays – lump sum.**

Date

Employee Name (print)

Employee Signature