

# JEFFERSON TOWNSHIP PUBLIC SCHOOLS

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Jeanne Howe  
Acting Superintendent of Schools

Dora E. Zeno  
Business Administrator/Board Secretary



Rita Giacchi  
Assistant Business Administrator

## Summer Payment Plan Description 2018-2019 School Year

Participant Eligibility Requirement: Employed as a Permanent Ten-Month Employee

If you choose to participate in the Summer Payment Plan, 10% of your net pay will be deducted from each of your paychecks for the ten month period between September 1, 2018 to June 30, 2019. These funds will be issued to you in equal payments on July 15, 2019 and August 15, 2019. Please complete the bottom portion of this form and return it to the Business Office by September 7, 2018. Once this date has passed, you may not enroll until the subsequent school year.

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*By selecting this plan, I hereby authorize and direct the Secretary of the Board of Education of Jefferson Township, in the County of Morris, State of New Jersey to deduct and withhold an amount equal to 10% of my net semi-monthly salary for the academic year beginning September 1, 2018 and ending June 30, 2019. These funds will be paid to me as a direct deposit in equal installments on July 15, 2019 and August 15, 2019.*

*I understand that no interest will be accrued on these funds. Furthermore, I fully understand that neither party may alter this agreement during the academic year ending June 30, 2019.*

**In the event of my death, these funds will be paid immediately to my estate. In the event of my termination of employment, these funds will be paid out along with my last regular pay.**

**I elect to participate in the Summer Payment Plan.**

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*Printed Name*

*Signature*

*Date*