

**Avon Grove School District
Salary Election Form**

Section 6.2.1 of the Collective Bargaining Agreement between the Avon Grove Board of School Directors and the Avon Grove Education Association states:

“There are twenty-six (26) pay periods each fiscal year. Paychecks will be distributed every other Friday. The pay dates for each year of the term of this contract is set forth in Appendix I attached to this contract.

An alternative twenty-two (22) pay period option is offered each year for employees to receive payments through the school term only. This option does not provide payments during the summer.”

Pursuant to section 409A of the Internal Revenue Code and district regulations, all professional staff members must complete an election form and return it to the business office before the first day of work.

I, _____, hereby elect to be paid my annual salary by the Avon Grove School District for this school year and each school year thereafter, until this election is changed, as follows:

10-month payment option

_____ Payment over ten months in equal installments every two weeks beginning in September or on the date specified in the applicable collective bargaining agreement.

12-month payment option

_____ Payment over twelve months in equal installments every two weeks beginning in the month of September or on the date specified in the applicable collective bargaining agreement.

According to the Internal Revenue Service, this notice is irrevocable for any particular school year, and may not be changed or withdrawn after the beginning of the school year in which I am working. This notice will be effective for all years following the 2018-2019 school year, unless I choose to change my election. If I choose not to have my salary deferred in any future school year and be paid only during the period that I actually perform services, I will so notify the employer in writing prior to beginning work for that school year.

This notice shall have no effect if not submitted prior to the time I begin working for the 2018-2019 school year.

In the event a separation from service occurs before the end of the 12-month payment period, I will be entitled to an additional payment for the amount I have actually earned from the beginning of the 12-month pay period until the date of my separation from service, but which has not yet been paid. This additional payment will be included in my final paycheck. For this purpose, “separation from service” shall have the same meaning as that term is defined in section 1.409A-1(h) of the Treasury Regulations, including retirement, leave of absence, or other termination of employment.

PRINTED NAME

SIGNATURE

BUILDING

DATE