



Shrewsbury Public Schools

Payroll Department

Lump Sum or Summer Pay Request form

Per Article II, Section B of the SEA contract:

“All Unit A members shall be paid in twenty – six (26) installments, commencing on the second Wednesday of the work year, except that they may elect to receive the salary due for the months of July and August in one (1) payment at the last regular payment in June. Teachers shall elect the method of payment upon initial employment and thereafter may change such election by written request on later than May 1st.”

I, _____ choose to elect:
(print full name)

☐ Lump Sum Payment (5 pays in one Lump sum- paid last day of school)

☐ Summer Pays

Signed: _____

Date: _____