



COOK COUNTY SCHOOL DISTRICT 130

Human Resources Department

12300 S. Greenwood Avenue
Blue Island, IL 60406

Telephone: (708) 385-6800
Facsimile: (708) 385-8467

Pay Periods Request

CCSD 130 Board of Education
c/o Cook County School District 130
12300 S. Greenwood Avenue
Blue Island, IL 60406

To Whom It May Concern,

I hereby request that my salary payments for the current school year be made on the following basis:

(Please check one box under your classification)

Certified Staff and Paraprofessionals

- Total salary divided by twenty-two (22) payments.
- Total salary divided by twenty-six (26) payments.

Secretaries/Assistant Principals/PPS Coordinators

- Total salary divided by twenty-three (23) payments.
- Total salary divided by twenty-six (26) payments.

It is understood that the plan, which I have elected will be followed for future years and will not be changed until a new request form is completed by me.

It is further understood that all legal deductions specified in writing by me, will be made before payment to me.

Employee Name (please print)

Building/Department

Employee Signature

Date