



La Joya

Independent School District
Office of Human Resources
200 W. Expressway 83
La Joya, Texas 78560
Tel. (956) 323-2600

Board of Trustees

Esperanza "Espie" Ochoa, President
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Nereyda Cantu, Member
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Claudia Ochoa, Member
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To: All Employees
From: Gloria Rodriguez
Executive Director for Human Resources
Through: Martin Munoz
Assistant Superintendent for Human Resources
Re: Payment Options (Opciones de Pago)
Date: May 22, 2020

La Joya ISD provides payment options (pay as you go/ equal payment) options for our Auxiliary staff. *If you wish to make a change* to your payment options for the 2020-2021 school year, please complete this document and submit to Angel Canales, HR Accountant, at a.canales8@lajoyaisd.net. If you have difficulty filling in the document, please send an email with your Name, ID and the method of payment that you have chosen.

If you have any questions, please call the Office of Human Resources at 323-2600.

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La Joya ISD ofrece opciones de pago (pago quincenal-pago iguales / pago por trabajo efectuado) para nuestro personal auxiliar. Si desea hacer un cambio a su plan de pago para el año próximo, revise los documentos adjuntos, complete el documento y envíelo a a.canales8@lajoyaisd.net. Si tiene dificultades para completar el formulario, envíe un correo electrónico con su nombre, identificación y la opción de pago que ha elegido.

Para cualquier pregunta, favor de comunicarse a nuestra oficina de Recursos Humanos al (956) 323-2600

Martin Muñoz, Assistant Superintendent for Human Resources
Educational Excellence-The Right of Every Student



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Auxiliary Salary Options 2020-2021 School Year

DEADLINE: June 10, 2020

Please select only **one** of the options below. Once a selection is made, this will remain in effect for the 2020-2021 school year. Please keep this in mind since you will not be able to change within the school year until the end of your contractual year. If your selection is "**Pay As You Go**", please keep the following in mind:

- A. State & Federal (TRS) Deductions
- B. Health Insurance Deductions
- C. Dental Insurance Deductions
- D. Voluntary Insurance Deductions (Ex: Disability, Cancer, Vision, Heart/Stroke, etc.)
- E. Other Deductions (Ex: Annuities, Credit Union, Organizational Fees)

Deduction(s) will be taken from your salary in the order listed above.

Bi-weekly equal payment plan

Pay As You Go payment plan

Make no changes to my current payment plan

Name: _____

ID#: _____

Employee Signature: _____

Date: _____

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Opciones de Salario Para el Personal Auxiliar Año Escolar 2020-2021

Fecha límite: 10 de Junio 2020

Por favor seleccione sólo una de las opciones anteriores. Una vez que haya realizado su selección, esta permanecerá en vigor durante el año escolar 2020-2021. Por favor tenga esto en cuenta, ya que no será capaz de cambiar su selección hasta el final de su año contractual. Si opta por el plan: **Pago por Trabajo Efectuado**, por favor tenga lo siguiente presente:

- A. Deducciones Estatales y Federales (Ej.: TRS-Retiro)
- B. Deducciones de Seguro de Salud
- C. Deducciones de Seguro Dental
- D. Deducciones Voluntarias (Ej.: Discapacidad, Cáncer, Visión, etcétera)
- E. Otras deducciones (Ej.: Anualidades, Credit Union, cobros para organizaciones)

Las deducciones serán extraídas de su pago en el orden presentado en este documento.

Pago quincenal-pagos iguales

Pago por trabajo efectuado

No voy a realizar un cambio en mi plan actual

Nombre: _____

ID#: _____

Firma: _____

Fecha: _____