

**VOLUNTARY PAYROLL DEDUCTION AUTHORIZATION FORM  
2011 - 2012 School Year**

(Please Print)

Name: \_\_\_\_\_ WISE Employee ID # \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Department/School: \_\_\_\_\_

Please check appropriate box (es).

ASSOCIATION	PAYROLL USE ONLY	PAY PERIOD AMOUNT	ANNUAL DUES AMOUNT
<input type="checkbox"/> VBEA Teacher (Full-time)	ATFT	27.40	548.00
<input type="checkbox"/> VBEA Teacher (Part-time)	ATPT	13.95	279.00
<input type="checkbox"/> VBEA - Non Teacher (Full-time)	ANTF	14.33	286.50
<input type="checkbox"/> VBEA - Non Teacher (Part-time)	ANTP	7.45	149.00
<input type="checkbox"/> VASSP/NASSP	APSS	26.00	520.00
<input type="checkbox"/> VAESP/NAESP	APES	19.25	385.00

**Please note that you may also sign up for association dues directly via ESS in lieu of using this form. That link is: <http://www.vbschools.com/employees>**

Deductions take place September through June and continue until employee discontinues the deduction via ESS – Employee Self Service. Payroll deductions will begin on the first practical payroll following submission of this form.

This form and the process to be followed are in compliance with School Board Policy 4-32.

I authorize Virginia Beach City Public Schools (VBCPS) to take payroll deductions and to release my name, WISE ID number and work location to the association listed above.

I understand that should I discontinue employment or payroll deductions with Virginia Beach City Public Schools, VBCPS is not responsible for any remaining dues deductions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**INSTRUCTIONS: Complete and send to Payroll OR sign up on ESS – Employee Self Service  
FORM EXPIRATION DATE: June 18, 2012**

Email Address: \_\_\_\_\_  
(Optional)

# Virginia Beach Education Association (VBEA) 2011-12 Member Enrollment Form

## PLEASE COMPLETE INFORMATION BELOW

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (necessary information to process membership with NEA & VEA)

Home email (PLEASE PRINT clearly): \_\_\_\_\_

**SUBJECT**

- No subject taught
- General subjects
- Other
- Adult Basic Education
- Art
- Biology
- Business Ed
- Chemistry
- Civics/Govern/Political Science
- Computer & Info Science
- Driver's Ed
- Early Child Develop
- Earth Science/Geology
- Economics
- English/Language Arts
- Foreign Language
- Geography
- Gifted & Talented
- Health & Physical Ed
- History
- Home Economics
- Industrial Arts
- Mathematics
- Music
- Physical Sciences
- Physics
- Psychology
- Reading
- ROTC
- Social Studies/Social Sciences
- Sociology
- Special/Develop Ed
- Speech & Drama
- Speech & Hearing Impaired
- Trigonometry
- Vocational & Tech Ed

**POSITION**

- Athletic Director
- Bookkeeper
- Bus Driver
- Classroom Teacher
- Counselor
- Curriculum Specialist
- Custodian/Maintenance
- Food Services
- Guard/Security Worker
- Instructional Specialist
- Librarian/Media Specialist
- Library Assistant
- Licensed Practical Nurse
- Nurse's Assistant
- Principal/Assistant Principal
- Psychologist
- Reading Specialist
- Registered Nurse
- ROTC Instructor
- Secretary/Clerk/Admin. Services
- Social Worker
- Special/Develop Ed
- Special Ed Assistant
- Speech/Hearing Therapist
- Teacher/Instruct/Program Asst.
- Technical Services
  
- No position held
- Other: \_\_\_\_\_

**ETHNICITY\***

- African American
- American Indian/Alaska Native
- Asian
- Caucasian
- Hispanic
- Multi-Ethnic
- Native Hawaiian/Pacific Islander
- Other
- Unknown

**GENDER**

- Male
- Female

**DATE OF BIRTH**

Month: \_\_\_\_\_

Day: \_\_\_\_\_

Year: \_\_\_\_\_

**METHOD OF PAYMENT**

- Payroll Deduction
- Check

**SVEA/SNEA Member Last Year?**

- Yes
- No

\*Ethnic Minority information is optional and failure to provide it will in no way affect your membership status, rights or benefits in NEA, VEA or any of their affiliates. This information will be kept confidential.

Annual membership dues to the NEA include \$5.65 for NEA Today, \$3.40 for NEA-Retired and/or \$6.58 for the Higher Education publications. The NEA publication(s) received by members are based on membership category. Annual membership dues to VEA include subscriptions VEA News and Virginia Journal of Education.

Membership is open to only those who agree to subscribe to the goals and objectives of the Association and to abide by its charter, constitution and bylaws.

I authorize payroll deduction of Association dues by my employer as may be determined from time to time and contributions in the amounts indicated on front, unless I revoke this authorization in writing to the local association and School Board. If employment or membership is terminated, amounts still owing under this authorization shall be deducted from final pay.

DATE: \_\_\_\_\_ Member Signature: \_\_\_\_\_

VBEA Association Representative: \_\_\_\_\_