



SCHOOL EMPLOYEE CALCULATION

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Effective July 22nd 2009, the Housing Authority of the City of Tampa's Board of Commissioners approved a new methodology for calculating school employee's employment wages.

You have reported that you are currently working for the Hillsborough County School District as a 10 month employee. Therefore, your rent will be calculated using 10 months of employment instead of 12 months. This calculation method will lower your portion of the rent throughout the entire year, and will not require you to report a change of income at the end of the school year. You will continue to pay your portion of the rent throughout the entire year (including the summer months). This rental calculation method will eliminate the need to come to the agency to report that you are currently on a summer break from employment and will eliminate the need to report that you are going back to work as the school year begins. You must budget accordingly throughout the year to ensure you can meet your rent obligations during those summer months because an interim adjustment will not be conducted during the summer months.

If however you are **terminated** from employment for any reason this should be reported in order to reduce your share of the rent to the owner.

Just to reiterate, all 10-month Hillsborough County School employees will have their rent calculated at 10 months which will result in a lower tenant rental portion throughout the entire year. You will no longer need to report a loss of employment due to school summer vacation.

This letter is being sent with all adjustments to ensure you understand the new rental calculation policy. Your rental payment to the owner signifies your acknowledgement and understanding of this letter. If you need further clarification, please contact your housing counselor.

Sincerely,

Management

Jerome D. Ryans
President/CEO

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