

PAYROLL PERIODS

The payroll period for the school district shall be monthly. Employees shall be paid on the 25th day of each month. If this day falls on a Saturday, pay is distributed on the Friday before. If this day falls on a Sunday, pay is distributed on the Monday following.

It shall be the responsibility of the board secretary to issue payroll to employees in compliance with this policy.

The requirements stated in the Master Contract between employees in a certified collective bargaining unit and the board regarding payroll periods of such employees shall be followed.

Cross Reference: 706.2 Payroll Deductions

