

PAYROLL PERIODS

The payroll period for the school district is monthly. Employees are paid on the 20th day of each month. If this day is a holiday, recess, or weekend, the payroll is paid on the last working day prior to the holiday, recess or weekend.

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

*The requirements stated in the Employee Handbook and Business Procedure Manual regarding payroll of such employees will be followed.*

Legal Reference: Iowa Code §§ 91A.

Cross Reference: 706.2 Payroll Deductions

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