

NON-INSTRUCTIONAL OPERATIONS

Policy Title: Payroll Periods

Code No. 706.1

The payroll period for the school district is monthly. Employees are paid on the 25th 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 Master Contract between employees in a certified collective bargaining unit and the board regarding payroll periods of such employees will be followed.

Legal Reference: Iowa Code §§ 20.9; 91A.2(4), .3 (2003).

Cross Reference: 706.2 Payroll Deductions

Adopted September 12, 1983
Revised January 16, 2006
Revised April 20, 2015