

PAYROLL PERIODS

The payroll period for the school district shall be semi-monthly. Employees shall be paid on the 1st and 16th day of each month. If this day is a holiday, recess, or weekend, the payroll shall be paid on the last working day prior to the holiday, recess or weekend.

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.

Legal Reference: Iowa Code §§ 20.9; 91A.2(4), .3 (2013).

Cross Reference: 706.2 Payroll Deductions

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