

All Personnel

BP 4152

4252

SALARY CHECKS AND DEDUCTIONS

4352

Employees may request that salary deductions be made for those purposes authorized by the collective bargaining agreements, by law and by Governing Board policy.

The following deductions may be made from employee's warrants:

1. Mandatory Deductions:
 - a. Withholding Tax.
 - b. Retirement.

2. Professional Dues, if authorized by employee:
 - a. C.T.A./N.E.A.
 - b. C.S.E.A.
 - c. A.C.S.A.

3. Elective Deductions, if authorized by employee:
 - a. Tax Sheltered Annuities.
 - b. United Way.
 - c. Life Insurance.
 - d. Withholding Tax Adjustments.
 - e. U.S. Savings Bonds.
 - f. Credit Union Payments.

Salary Payment

For computation purposes each payroll period is deemed to consist of 22 working days.

Salary payment for any calendar month may be made on the last working day of the month and shall be paid not earlier than the last working day of the month, and not later than the fifth working day of the succeeding calendar month. Teachers employed for full time in classes for adults shall be paid on or before the tenth of the succeeding calendar month for services performed during the preceding calendar month.

Legal Reference:

EDUCATION CODE

44041 Deductions in salary payment as requested by employee

44042 Payroll deduction for collection of insurance premium

45060 Deductions for organization dues

45161 Service fees

45166 Time of payment of compensation

45167 Error in compensation; statement of correction and supplemental payment

45168 Deductions for dues of employee organization

GOVERNMENT CODE

3502.5 Agency shop; vote to rescind agency shop; requirement for financial accounting to the public agency; right of employee not to join or pay dues to exclusive representative for religious reasons

3543.1(d) Right of employee organizations to have dues withheld

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Payroll deductions may be made as requested by employees providing the demand for such deductions is sufficient, as determined by the Superintendent or designee, to warrant the additional time and expense incurred by the district.

Regulation
approved: February 22, 1994

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California