

Full-time employees shall be paid in twelve (12) equal payments, and shall be paid on or before the 25th of each month.

Employees on supplemental agreements or extra-curricular activities/duties agreement shall notify the Business Manager in writing the schedule of payment they prefer.

Deductions from monthly checks will be made upon employee written request. Such requests must be made by the 20th of each month.

Certificated employees whose Contracts are terminated during the school year shall receive as full compensation a sum to be computed by dividing the number of contract days by the annual salary, this resultant per-day salary to be multiplied by the total number of days worked by the employee.

Classified employees whose Letters of Employment are terminated shall received as full compensation a sum computed by total number of hours worked during the last time period by the employee.

Certificated employees not renewing their contract for the ensuing year will receive their regular June, July and August salary payments unless they make written request to the superintendent prior to June 1. Upon timely request, the June, July and August salary payments will be included in the June salary payment. NOTE: Tax deductions increase greatly and employer-paid benefits are not provided with lump sum payments.

LEGAL REFERENCE:

ADOPTED:

June 14, 1999

AMENDED:

November 14, 2005