

PAYROLL PROCEDURES / SCHEDULES

The District will establish two (2) or more days in each month as fixed paydays for payment of wages in accord with Arizona Statute. Employees may choose to have their salaries paid in full upon the last pay date following completion of their assignments.

An employee who quits the service of the District shall be paid all wages due on the regular payday for the pay period during which termination occurs. Such wages may be paid by mail if requested.

An employee who is discharged from service of the District shall be paid all wages due within ten (10) calendar days from the date of discharge.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15-502
 23-351
 23-353

CROSS REF.: GCQF - Discipline, Suspension, and Dismissal of
 Professional Staff Members
 GDQD - Discipline, Suspension, and Dismissal of
 Support Staff Members