

Book	Policy Manual
Section	For Board Review - Vol. 28, No. 2
Title	Copy of PAYROLL AUTHORIZATION
Code	po6510
Status	
Adopted	August 20, 2018

6510 - **PAYROLL AUTHORIZATION**

The Board recognizes its obligation to pay its employees for services rendered in accordance with State and Federal laws and District commitments. ~~The most substantial payment of public funds for the operation of the School District is that which is made to the employees of the Board of Education for services rendered. To ensure that each person so compensated is validly employed by this District and that the compensation remitted fairly represents the services rendered, this policy is promulgated.~~

All district personnel shall receive their payroll checks on the 15th and the last working day of the month. In the event there is no school on those days, checks may be issued the last day school is in session prior to those dates.

Employment of all District personnel whether by the year, term, month, week, day, or hour in contract, temporary, or substitute form must be approved by the Board except where the authority to appoint certain personnel of the District has been delegated to the Superintendent.

Each motion of the Board to employ or reemploy a staff member shall include the name of the individual and the position title.

Eligible District personnel employed on a school year basis may voluntarily request payment over a twelve (12) month period for service performed during the school year, pursuant to 109.03, Wis. Stats, ~~unless such payment is prohibited by a valid collective bargaining agreement.~~ School year employees who ~~that~~ wish to receive their compensation over a twelve (12) month period must complete the District form. -

© Neola ~~2019~~**11**

Legal 109.03, Wis. Stats.

Last Modified by Jennifer Hagemann on October 16, 2019