

PAYROLL MANAGEMENT

Employees of the District shall receive payroll checks by direct deposit. The district administrator, or designee, shall be responsible for salary and payroll management in the District.

Payroll checks and all other checks will be honored for no longer than one (1) year from the date of issue.

Payroll deductions shall consist of federal income tax withholdings, Wisconsin income tax withholdings, and social security. In addition, the District will make certain deductions from employee earnings when such deductions are authorized by the individual employee and in accordance with current state and federal regulations.

The District shall be responsible for making payments and filing reports as required to account for legal and voluntary payroll deductions.

CROSS REF.: 671-Rule - Payroll Accounting Guidelines
Employee Handbook, Section 10

APPROVED: October 9, 1985
June 23, 1987
July 15, 2013
JANUARY 15, 2018