

**Brookings-Harbor  
School District 17C**

Code: **DLA**  
Adopted: 1/18/88  
Revised/Readopted: 10/22/03; 1/15/14  
Orig. Code(s): DLA

**Payday Schedule**

Regular monthly salary checks will be issued on the last working day of each month.

Deviations from this schedule must be approved by the superintendent.

Deductions will be made from an employee's pay for any absence not covered by approved leave clauses in the collective bargaining agreement, district policies or for absences in excess of the authorized amount of time.

The amount of the deduction will be based on the daily rate of pay as computed by dividing the total negotiated days into the amount of the annual salary.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.505](#)  
[ORS 652.120\(2\)](#)