

# Dayton School District 8

Code: **DL**  
Adopted: 5/14  
Revised/Readopted: 8/11/15; 8/14/18  
Orig. Code(s): DL

## Payroll

Preparation of payroll, including time schedules and payroll periods, will be completed in accordance with each employee's collective bargaining agreement or group agreement with the district. Employee health, accident, dental and other types of insurance will be provided as outlined in the agreements. Mandatory payroll deductions will be withheld as required by state and federal law.

No other automatic deductions except those required by law will be made from an employee's pay without authorization of the employee.

The district may grant an emergency payroll advance upon the request of an employee who is experiencing a financial need. Payment will not exceed the amount of the employee's net salary earned at the time of the request. No more than three advances will be approved in a fiscal year.

END OF POLICY

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### Legal Reference(s):

[ORS 243.650\(10\), \(16\)](#)  
[ORS 243.666](#)  
[ORS 243.820 to -243.830](#)

[ORS 332.505](#)  
[ORS 332.534](#)  
[ORS 652.110](#)

[ORS 652.120](#)  
[ORS 652.610](#)

### Cross Reference(s):

DLB - Salary Deductions