

Douglas County
School District 15

Code: **DLBA**
Adopted: 10/08/03
Readopted: 1/12/14
Orig. Code(s): DLBA

Advance Salary Payments

Draws/Advance salary payments will not be allowed unless determined an emergency and approved by the superintendent and the Board President. Emergency requests for a draw must be submitted in writing before the 10th of the month. Only one draw is allowed per month and will not be paid out on a repeating or monthly schedule. Payment will not exceed the amount of net salary earned at the time of the request. No other salary advancements will be granted without approval of the Board.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 652.140](#)

Cross Reference(s):

DL - Payroll