

# Forest Grove School District

Code: **DLB**  
Adopted: 4/11/95  
Revised/Readopted: 5/26/15  
Orig. Code(s): DLB

## Salary Deductions

Authorized payroll deductions will be made upon an appropriately submitted written request from the employee.

Subject to standard accounting procedures, employees may authorize modification of their salary or withholdings to include deductions such as but not limited to: (1) tax sheltered annuities, as authorized by the Internal Revenue Service; (2) insurance premiums in excess of district contributions to Board-approved programs; (3) labor organization dues; (4) credit unions; (5) United Way; (6) CARE; and (7) Education Foundation of Forest Grove.

The district will comply with federal requirements that establish maximum annual TSA allowable contributions. The district reserves the right to reduce, suspend and/or reinstate employee TSA contributions at any time to ensure compliance with applicable law.

Automatic deductions except those required by law will be made from an employee's pay without Board authorization.

END OF POLICY

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### Legal Reference(s):

[ORS 243.650\(10\), \(16\)](#)  
[ORS 243.666](#)

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

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

I.R.C. §403 (2006).  
29 C.F.R. § 541.603 (2004).