

**Jefferson County
School District 509J**

Code: **DL**
Adopted: 1/12/98
Readopted: 6/12/17; 7/23/18
Orig. Code(s): DL

Payroll

The Board authorizes the regular payment of all employees once a month in accordance with the Schedule of Pay Dates issued annually on July 1. The Schedule of Pay Dates shall comply with all negotiated agreements approved by the Board.

Authorization is given to adjust salary or wages and payment schedules according to the negotiated agreement or Board policy currently in force including, but not limited to, unapproved leave or other time off or for additional pay.

Extended responsibility pay shall be paid in equal monthly installments during the assignment.

Draws, loans or payroll advances shall not be allowed.

The work week shall be 12:01 a.m. Monday through 12:00 midnight Sunday.

END OF POLICY

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