

**North Santiam
School District**

Code: **DL/DLB**
Adopted: 7/01/96
Readopted: 9/18/97

Payroll/Salary Deduction

Preparation of payroll, including time schedules and payroll periods, will be done in accordance with each employee's group labor agreement or contract 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 Board.

Subject to normal accounting procedures, employees may authorize modification in the payment of their salary to include deductions for: (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, and (5) United Way.

END OF POLICY

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).