

## 706.1 PAYROLL PERIODS

The payroll period for the school district is twice per month. Employees are paid on or before the 15<sup>th</sup> and 29<sup>th</sup> day of each month. If this day is a holiday, recess, or weekend, the payroll is paid on the last working day prior to the holiday, recess or weekend.

It is the responsibility of the board secretary to issue payroll to employees in compliance with this policy.

Legal Reference:	Iowa Code §§ 91A.
Cross Reference:	706.2                      Payroll Deductions