

PAY DAY SCHEDULES

All certificated staff shall receive their paychecks on the 15th day of the month following the pay period. All classified employees and substitutes shall receive their paychecks on the 15th day of the month following the pay period.

If the scheduled payday falls on a weekend, reasonable effort shall be made to issue pay checks on the last working day prior to the scheduled pay day.

All teachers subject to the salary schedule shall be paid their annual salary in twelve [12] equal installments unless specifically stated otherwise by the board. The board may elect to pay any one or more of the final three installments in one lump sum. Whenever possible, extra-duty compensation will be added to the employee's salary and paid in twelve [12] equal installments.

Adopted: 11/12/84
Revised: 06/13/88
Revised: 11/08/93
Revised: 01/12/98
Revised: 8/9/10