

***Board File: DKA***

**PAYROLL PROCEDURES/SCHEDULES**

Salaries, supplements, and payments for extra duty shall be paid through the District's business office. No payments shall be made directly to any school personnel by an individual school. Payrolls shall be subject to approval by the Board.

All personnel shall be paid according to a specific payday schedule as determined by the Board of Education for each employee classification.

Current practice codified 1978

Adopted: date of manual adoption

Revised: December 13, 1994