

POST FALLS SCHOOL DISTRICT NO. 273

Series 700: Business Procedures: Expenditures

Policy No. 703.6

Policy Title: Payroll Deductions

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It is the policy of the Board of Trustees that payroll deductions be added or deleted only upon receipt of written, signed authorization from the school district employee and submitted to payroll department by the 15th of each month.

Date of Adoption: 10/9/89

Amended: 7/15/97

Reviewed: 2006