

*Adopted: 6/8/2006
Revised: 2/12/2015*

***Chisago Lakes ISD #2144
13750 Lake Blvd.
Lindstrom, MN 55045***

426 DIRECT DEPOSIT

I. PURPOSE

The purpose of this policy is to ensure efficient usage of the payroll/banking system for Chisago Lakes Schools.

II. GENERAL STATEMENT OF POLICY

- A. Chisago Lakes Schools requires **new** employees to enroll in “direct deposit” for their payroll check.
- B. Lost checks needing re-issue will not be re-issued for three (3) working days and may be charged \$30.00 to cover administrative costs and bank fees.

Legal References: MN Stat 471.426 – Direct Deposit – Notwithstanding sections 177.23, subdivision 4, and 181.02, the governing body of a municipality as defined in section 471.425, may require direct deposit for all its employees who are being paid by its payroll system.

HIST: 2004 c 292 s 1