

The School District is required and may be authorized to make eligible deductions from employee's wages via payroll deduction.

In accordance with the law, the School District will deduct via payroll deduction and remit on the employee's behalf the following:

1. Federal Tax
2. State Tax
3. Social Security and Medicare Taxes
4. Garnishments
5. Child support income deduction orders
6. Federal and State Tax Levies
7. Certified Employee and other designated contribution to the Teacher Retirement System of Georgia (TRSGA)

In meeting the requirements of the TRSGA, an appropriate amount of each participating employee's earned salary is deducted each month by the School District, as calculated and required by the TRSGA.

Employees may request that the School District deduct and remit on the employee's behalf voluntary payroll deductions for eligible entities such as;

1. Voluntary contributions to other retirements plans (e.g. 403(b), 457(b), Roth, IRA)
2. Employee share of health, vision, and dental insurance
3. Eligible professional association dues
4. Contributions to flex spending accounts
5. Eligible charitable contributions

Each employee must provide the Office of Human Resources with pertinent information and authorizations relative to mandatory and voluntary payroll deductions. Thereafter, employees may make changes in payroll deductions by accessing the payroll system or contacting payroll staff.

Garnishment

In accordance with State law, employees and officials of the School District are subject to additional payroll withholding to satisfy Court Orders for Federal and State tax levies, garnishments and child support.

ADOPTED: August 2, 2001
REVISED: July 16, 2020