



CENTRAL UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT

Mark E. Marshall, Ed.D.

NOTICE TO ALL EMPLOYEES

Change to Payroll Distribution – Effective August 31, 2026

Dear Employees,

This notice is to inform you that beginning **August 31st**, the Central Unified School District will no longer distribute paper paychecks at sites, departments, or at the District Office.

All employees must select one of the following payment options:

1. **Direct Deposit** (recommended), or
2. **Mailed Paper Check** (sent to the address on file with Human Resources)

If no action is taken by **July 1**, all August regular and supplemental paycheck will automatically be mailed to your current address on file.

Note: If you already receive your check electronically through Direct Deposit – NO Action is needed and there will be NO changes to your check deposits.

To enroll in or update Direct Deposit, please complete the Direct Deposit Authorization Form and submit it to the Payroll Department no later than **July 1**. Forms are available on the District website or through Payroll.

We strongly encourage employees to enroll in Direct Deposit to ensure timely and secure receipt of regular and supplemental payroll checks.

Please verify that your mailing address is current to avoid delays in receiving your paycheck.

If you have any questions, contact the Payroll Department at (559)274-4700 or payrollhelp@centralusd.k12.ca.us.

2026-27 Payroll Distribution Support

Alexandria Reyes (Last names A-G)

Adriana Rendon (Last names H-O)

Melissa Granillo (Last names P-Z)

Thank you for your attention to this important update.

Sincerely,

Patricia McCurley

District Administration

Mark E. Marshall, Ed.D. - Superintendent

Javan Childs, Ed.D., Assistant Superintendent - Human Resources & Labor Relations · Amer Iqbal, Assistant Superintendent - Chief Business Officer

Marilyn Lopez, Ed.D., Assistant Superintendent – Student and Family Services · Julia McLernan, Assistant Superintendent – Educational Services

Employee FAQ – Opening a Bank Account

Q: Why do I need a bank account?

A bank account allows you to:

- Receive pay through direct deposit (faster and more secure)
- Avoid delays caused by mailed checks
- Pay bills electronically
- Build a positive banking history

Q: What if I've had banking problems in the past?

Many banks and credit unions offer:

- Second-chance checking accounts
- Accounts with no overdraft privileges
- Low-fee options designed to help rebuild banking history

Ask specifically for a “second-chance” or “opportunity” account.

Wells Fargo Offers:

Clear Access Banking Accounts - Second-chance bank accounts provide a great opportunity for customers unable to open standard accounts due to past credit or banking history. The Clear Access Banking account is a great account for a second-chance banking opportunity

Chase Secure Banking:

<https://www.chase.com/personal/banking/education/basics/second-chance-banking>

Q: What documents do I need to open an account?

Typically:

- Government-issued photo ID (driver's license or state ID)
- Social Security Number or ITIN
- Proof of address (sometimes required)
- A small opening deposit (varies by institution)

Various forms of identification are needed. Attached is a sample list of acceptable forms.

Q: How much money do I need to open an account?

It depends on the bank:

- Some require no minimum deposit
- Some waive fees with direct deposit

- Some require \$25–\$100

Q: How long does it take to set up direct deposit?

Once you open an account:

- You will receive a routing number and account number
- Submit a Direct Deposit Authorization Form to Payroll
- It may take 1–2 pay cycles to take effect

Until then, your check may be mailed.

Q: Is direct deposit safe?

Yes. Direct deposit:

- Reduces risk of lost or stolen checks
- Is encrypted and secure
- Deposits funds automatically on payday

Q: What if I don't want direct deposit?

If direct deposit is not selected:

- Your paycheck will be mailed to your address on file
- Delivery times depend on postal service timelines

Make sure your address is current with Human Resources.

Q: Will opening an account affect my credit?

Most checking accounts:

- Do not require a credit check
- May use ChexSystems (banking history database)

Opening a basic checking account typically does not impact your credit score.

Q: What fees should I ask about?

Before opening an account, ask:

- Monthly maintenance fee
- Minimum balance requirement
- ATM Fees
- Overdraft fees