MONROE CAREER AND TECHNICAL INSTITUTE

SECTION: FINANCES

TITLE: PAYROLL DEDUCTIONS

ADOPTED: AUGUST 1, 2011

FIRST READING: JULY 11, 2011

615. PAYROLL DEDUCTIONS

1. Purpose

The Joint Operating Committee may, at its discretion, act on behalf of individual employees to deduct a certain amount from the employee's paycheck and to remit an equal amount to an agent designated by the employee. It is the intent of this policy to designate those purposes not otherwise mandated by law for which the Joint Operating Committee is willing to act on behalf of the employee.

2. Authority
SC 513

No deduction may be made from the wages of an employee except for federal or state income tax, PA unemployment, county tax, municipal or school taxes, social security and School Employees' Retirement Fund without proper authorization by the employee.

The Board authorizes deductions from an employee’s paycheck upon proper authorization on the appropriate district form for the following purposes:

1. Credit union deductions.
2. Union dues.
3. Tax Sheltered Annuities.
4. Insurances.
5. Wage attachments.

School Code
513