

This school district will issue one payroll per month.

Salary payments for certificated personnel will be prorated on a twelve-month (12-month) basis. Certificated personnel may draw their summer checks in advance only if they terminate their employment with the district at the conclusion of the school year.

The payroll for all other personnel is authorized on the basis of the time sheet submitted to the central office.

Pay day for the Grace Joint School District is the 26th day of the month, or the last working day prior to the 26th.



LEGAL REFERENCE:

Idaho Code Section 33-506

ADOPTED: August 10, 2005

AMENDED:

**Language in text set forth in italics is optional.*