

SECTION: FINANCES

TITLE: PAYROLL DEDUCTIONS

ADOPTED: SEPTEMBER 20, 2012

REVIEWED: SEPTEMBER 13, 2012

DELAWARE VALLEY SCHOOL DISTRICT

615. PAYROLL DEDUCTIONS	
1. Purpose	The Board may, at its discretion, act on behalf of individual employees to deduct a certain amount from the employee's paycheck/direct deposit 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 Board 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.
SC 513	<p>The Board shall permit deductions for specified amounts from an employee's paycheck/direct deposit upon proper authorization on the appropriate district form for the following purposes:</p> <ol style="list-style-type: none"> 1. Dues to the professional and classified staff's representative as designated under PERA 195. 2. Annuity plans as requested by the employee. 3. Credit union obligations to the Northeast Pennsylvania School Employees Federal Credit Union in the amount designated by the employee. 4. Employee's eligible to purchase additional service time in the employee's retirement fund may request a deduction. 5. United States Savings Bonds. 6. Health insurance coverage for part-time employees at COBRA rate as per contract. 7. Health Insurance Premium Shares (co-pays).

615. PAYROLL DEDUCTIONS - Pg. 2

<p>3. Guidelines</p> <p>School Code 513</p>	<p>8. United Way of Pike County.</p> <p>9. Superintendent approved educational and/or community-based foundation.</p> <p>The total of allowed deductions will not be in excess of the net due the employee.</p>
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