

Delivery of Payroll Checks

Any person-in-charge receiving a payroll check from the Treasurer for delivery to another employee shall deliver said check to the payee promptly. In the event such delivery cannot be made within twenty-four hours, the person-in-charge shall return it immediately to the office of the Treasurer stating the reason for non-delivery.

No check may be withheld for any reason except by permission of the Treasurer.

In the event of the interruption of the normal business operations of the school district, such as inclement weather or other emergency school closing, the scheduled issuance of payroll checks may be delayed.

Adopted: 4/12/76

Revised: 2/14/77

10/22/90

Rescinded: 9/13/07

Reinstated: 11/7/07