

# CATASAUQUA AREA SCHOOL DISTRICT

ADOPTED: October 14, 2002

REVISED: November 10, 2005

REVIEWED: November 10, 2005

<b>#615 – PAYROLL DEDUCTIONS</b>		1
		2
		3
<b>1. Purpose</b>	The board may at its discretion act on behalf of individual employees to deduct a certain amount from the employee’s paycheck and remit an equal amount to an agent designated by the employee. It is the purpose 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.	4
		5
		6
		7
		8
		9
<b>2. Authority</b>	No deduction may be made from the wages of an employee except for federal or state income tax, county tax, social security and Public School Employees’ Retirement System without proper authorization by the employee.	10
<b>SC 513</b>		11
		12
		13
		14
		15
<b>3. Responsibility</b>	The board authorizes deductions from an employee’s paycheck upon proper authorization on the appropriate district form for board approved deductions.	16
		17
		18
		19
		20
		21
		22
		23
<b>School Code</b>		24
<b>513</b>		25
		26
		27
		28
		29
		30
		31
		32
		33
		34
		35
		36
		37
		38