

Loon Lake School District

Policy
Personnel

BP 5312

Pay Periods

The district shall pay full-time staff in twelve equal installments on or before the last working day of each month, except December, June, July and August which will be the last work day of the month with appropriate adjustments including those for overtime or unpaid leave of absence.

The payroll for certified staff shall be prepared according to current salary schedules and rates and completed and authenticated by supervising staff according to the payroll calendar cutoff dates prior.

Adoption Date:

APR 20 2000