

# Wilson County Board of Education

Policy Description:

Payroll Procedures

Policy Number:

2.802

Amended Date:

05/03/10

Rescinds: 800.7  
Contract 3-Classified  
P. 14

Reviewed: 05/10

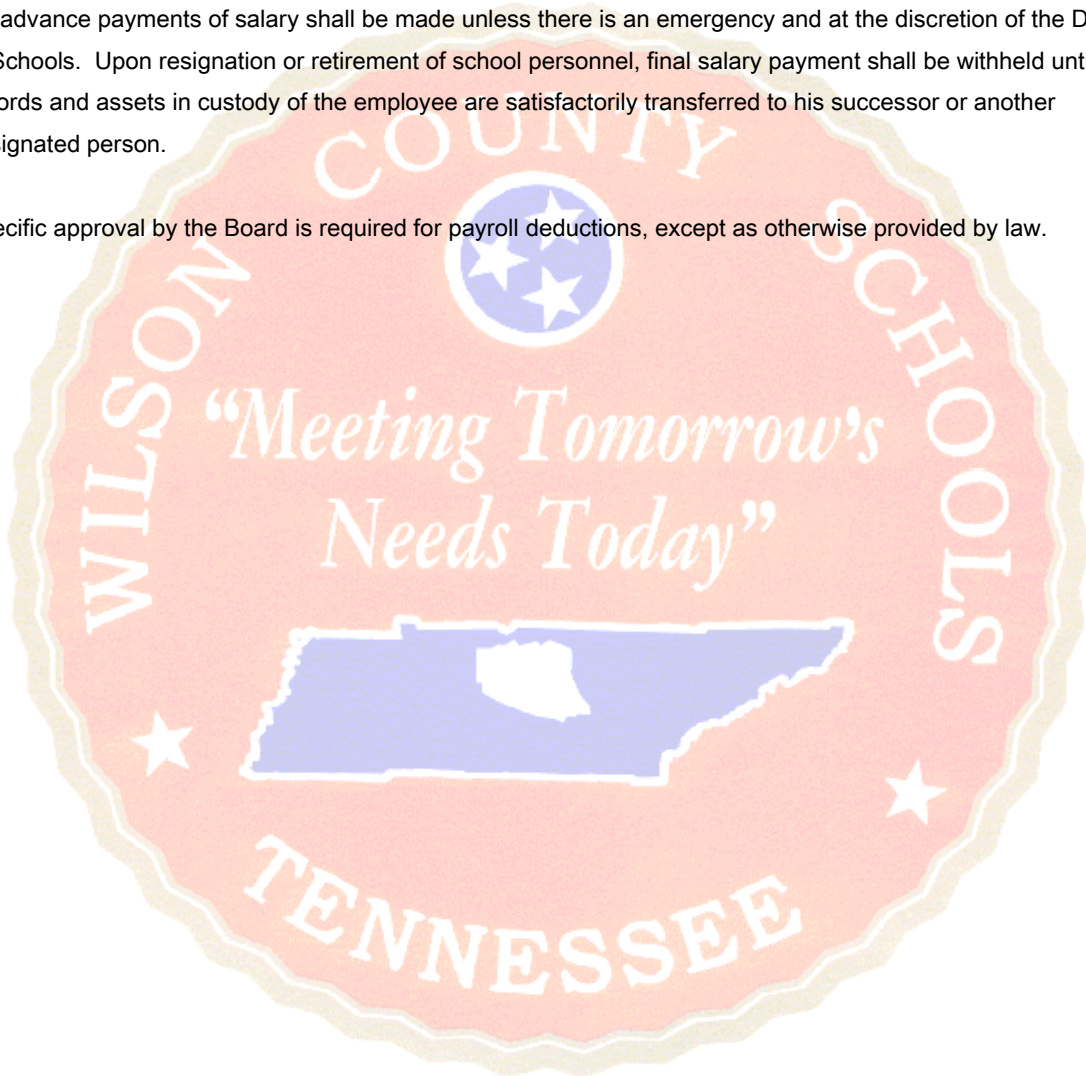
Issued: 09/27/01

1 All employees will be paid on the fifteenth (15<sup>th</sup>) and thirtieth (30<sup>th</sup>) days of each month.

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3 If the 15<sup>th</sup> or 30<sup>th</sup> fall on a weekend, employees will be paid on the last working day prior to those dates.

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5 No advance payments of salary shall be made unless there is an emergency and at the discretion of the Director  
6 of Schools. Upon resignation or retirement of school personnel, final salary payment shall be withheld until all  
7 records and assets in custody of the employee are satisfactorily transferred to his successor or another  
8 designated person.

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10 Specific approval by the Board is required for payroll deductions, except as otherwise provided by law.



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