



Section FINANCES

Title PAYROLL DEDUCTIONS

LACKAWANNA TRAIL SCHOOL DISTRICT

Adopted

Revised

# Lackawanna Trail School District

	615. PAYROLL DEDUCTIONS	
1. Purpose	The Board may at its discretion act on behalf of individual employes to deduct a certain amount from the employe's paycheck and remit an equal amount to an agent designated by the employe. 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 employe.	
2. Authority	No deduction may be made from the wages of an employe except for federal income tax, social security, State income tax and School Employees' Retirement Fund without proper authorization by the employe.	
3. Responsibility	The Board authorizes deductions from an employe's paycheck upon proper authorization on the appropriate district form for purposes outlined in collective bargaining agreements or authorized by the Superintendent and Business Manager.	
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