

- District Payroll Procedures
- Classified. Reference the Classified Handbook which is electronically available as [Appendix-A](#).
- Certified
  - Certified employees are paid for services rendered. No pre-payment will be made.
  - Certified employees are paid once per month on or before the last calendar day of each month
  - Effective 9/1/08 all classified employee compensation will be direct deposited in the bank account specified to the district office by the classified employee.
  - Effective 7/1/09 all certified employee compensation and associated salary deductions will be made by: 12 total payments including 9 months plus 3 separate summer months OR 10 total payments including 9 months plus 1 lump-sum for summer months. No alternatives to those two payment and deduction options will be allowed.