

**Bigfork School District #38**

**FINANCIAL MANAGEMENT**

**7330**

Payroll: Authorization

Employment of all certified and classified staff must be approved by the Board of Trustees. Authority to pay for such services rendered follows this approval. The Board may act on behalf of individual staff to deduct a certain amount from the staff member's salary warrant and remit an agreed amount to a designee of the staff member. No deductions may be made from the wages of a staff member except for federal and state income taxes, social security, medicare, state retirement, and any other required payroll tax required by law, without the consent of the employee or a legally administered wage attachment. The Superintendent shall establish procedures for the payment of teachers.

Legal Reference: 20-4-210, MCA      Employment of Teachers and Specialists by Contract  
20-4-301, MCA      Duties of Teachers

Adoption Date: 5/18/95