

**SALARY AND PAYROLL MANAGEMENT**

The Director responsible for Business Services shall be responsible for salary and payroll management in the District. All payrolls shall be prepared on the basis of individual salaries approved by the Board of Education and upon the amount of time served by each employee during the payroll period as certified by the department concerned.

CROSS REF.: Current Employee Agreements

APPROVED

IN PART: September, 1968

REVISED: February 10, 1998

March 24, 2003