

SCHOOL DISTRICT OF WAUPACA

SERIES 600 FISCAL MANAGEMENT

CODE: 671.3

PAYROLL DEDUCTIONS AND ALLOCATIONS

The Board of Education authorizes payroll deduction or payroll allocation for the following items provided all required forms are properly filled out.

1. Group insurance, retirement, tax shelter annuity plans, and/or any related deduction requests. A group plan is defined as a plan which enrolls a minimum of ten (10) eligible employees of the School District of Waupaca.
2. Federal and State government deductions including State retirement.
3. Subject to the provisions of the applicable individual agreements, an employee may at any time revise his or her participation election, including a change of the amount of his or her elective deferrals, a change in the allocation of his or her elective deferrals to reflect pre-tax or Roth 403(b) contributions (if permitted under the Plan), and/or a change to previous investment directions. A change in the investment direction shall take effect as of the date provided by the administrator on a uniform basis for all employees. A change in the beneficiary designation shall take effect when the election is accepted by the vendor. See form 671.3-R1

Any payroll deduction or salary allocation authorization shall include a hold-harmless clause for the protection of the Board of Education.

ADOPTED: 071376

REVISED: 121476, 091278, 070886, 121388, 030993, 111103, 111312, 041415

REVIEWED:

LEGAL REFERENCE:

CONTRACT REFERENCE:

CROSS REFERENCE:

The School District of Waupaca does not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, mental or parental status, sexual orientation, or physical, mental, emotional or learning disability.