

**POLICY - PAYROLL DEDUCTIONS**

**5313**

The District shall make payroll deductions for staff as required by law, such as Federal Income Tax, Federal Income Contribution Act, Washington State Teachers' Retirement System, Washington Public Employees' Retirement System, industrial insurance and absence not covered by authorized leave.

The District shall deduct all or part of an employee's salary or wages to any bank, savings bank, credit union or savings and loan association provided that the financial institution is authorized to do business in this state, 25 employees have designated the financial institution to receive such deductions and the employee has provided a written request for the deduction.

Deductions for voluntary contributions shall be made subject to District approval and with appropriate signed staff authorization and may include, but not limited to the following: Medical and/or life insurance, salary insurance, union trust plans, tax-sheltered or tax-deferred plans, association or union dues, United Way, North Thurston Schools Educational Foundation and duly-registered political action committee contributions.

Legal References:	RCW 28A.400.250	Tax-deferred Annuities
	41.04.020	Public Employees--Payroll Deductions Authorized
	41.04.240	Direct Deposit of Salaries into Financial Institutions Authorized
	41.04.230	Payroll Deductions Authorized
	41.04.250	Deferred Compensation Plans

Adopted:	March 17, 1986	North Thurston School District Board of Directors
----------	----------------	---

Amended:	June 1, 1993	
	January 19, 2010	North Thurston Public Schools Board of Directors