

SALARY DEDUCTIONS

Employees wishing to change any part of their payroll deduction options may do by giving written notice to the administration at least two (2) weeks prior to the next payroll date.

Federal and state income tax and social security deductions are mandatory by federal and Oklahoma law. The school district is required to make payroll deductions for professional organization dues and political contributions upon the request of any employee. Such deductions shall be on a ten-month basis unless otherwise designated by the employee organization. Other deductions may be authorized by the Piedmont Board of Education upon request and authorization of the employee.

However, a school employee may request in writing at any time for the district to immediately terminate or initiate payroll deductions to a professional organization. Within five (5) business days of receipt of a request or by the next pay period, whichever is earlier, the district shall terminate or initiate any future payroll deductions of the requesting employee to a professional organization. Within fifteen (15) business days of receipt of a request, the district shall notify the professional organization of the initiation or termination of payroll deductions. If the request is to terminate a deduction, the district shall not make any advance payments to any professional organization of any future dues on behalf of the employee.

REFERENCE: 70 O.S. §5-139
70 O.S. §6-101.1