

Policy 706.01: Payroll Periods**Status:** ADOPTED

Original Adopted Date: 10/11/05 | **Last Revised Date:** 11/13/25 | **Last Reviewed Date:** 11/13/25

The payroll periods for the school district shall be semi-monthly. Employees shall be paid on the 5th and 20th of each month. If this day is a holiday, recess, or weekend, the payroll shall be paid on the last banking day prior to the holiday, recess or weekend. The only exception being the paycheck issued for January 5th, that it will always be issued in the calendar year in which it appears.

It shall be the responsibility of the board treasurer to issue payroll to employees in compliance with this policy.

The requirements stated in the Master Contract between employees in a certified collective bargaining unit and the board regarding payroll periods of such employees shall be followed.

Legal Reference:	Iowa Code §§ 91A.
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I.C. Iowa Code

Iowa Code § 91A

Description[Wage Payment Collection](#)**Cross References****Code**

706.02

Description[Payroll Deductions](#)