

DIRECT DEPOSIT OF PAYROLL

In accordance with the provisions of P.L. 2013, C.38, each employee of the district shall have his/her net pay deposited in a banking institution in a checking account, savings account or share savings account specified by the employee.

Each employee shall notify the Board Secretary/Business Administrator in writing, the name of the employee's specified banking institution, account number and routing number for direct deposit of the employee's net pay funds.

The Board Secretary/Business Administrator shall develop forms as may be necessary and to be used by employees to specify the banking institution's name, the specific account number and routing number for direct deposit of the employee's net pay funds.

The Board of Education shall make available all information concerning net pay, any accompanying information approved for distribution with net pay, and W-2 forms in accordance with applicable federal law, only on the Internet with restricted access for the employee only.

The Board Secretary/Business Administrator shall develop and initiate necessary policies and procedures to protect the integrity and confidentiality of employee information relative to the provisions of this policy.

The Board of Education may, at its sole discretion grant an exemption from the requirements adopted in accordance with such terms and conditions as the Board of Education may deem necessary.

Date Adopted:

Legal References:

N.J.S.A. 18A:16-9 Responsibility of Board
18A:19-9 et seq Compensation of teachers; payroll
18A:66-19 Payroll deductions
18A:66-127 Employees agreement to reduce salary for purchase of annuity
18A:66-128 Reduction of salary for obtaining certain benefits
43:3C-9 Payroll deductions
52:18A:107 et seq, Payroll deductions