## 615. PAYROLL DEDUCTIONS

**1. Purpose**

The Board may at its discretion act on behalf of individual employees to deduct a certain amount from the employee’s paycheck and remit an equal amount to an agent designated by the employee. It is the purpose of this policy to designate those purposes not otherwise mandated by law for which the Board is willing to act on behalf of the employee.

**2. Authority**

No deduction may be made from the wages of an employee except for federal income tax, social security, State income tax and School Employee’s Retirement Fund without proper authorization by the employee.

**3. Responsibility**

The Board authorizes deductions from an employee’s paycheck upon proper authorization on the appropriate district form for the following purposes:

- Unified Membership Dues (deduction remitted to Spring-Ford Area Education Association, PSEA and NEA)
- Tax Deferral Investment Programs (deductions remitted to any of the six (6) tax-deferral investment programs approved by the Board.)