

THE SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY

FINANCES  
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Payroll Deductions

6520 PAYROLL DEDUCTIONS

The Board of Education shall, in accordance with law or employee authorization, make voluntary deductions from an employee's paycheck as requested by the employee and remit the amounts deducted to the agent designated by the employee.

Deductions will routinely be made as required for federal income tax, social security and Medicare; New Jersey income tax, unemployment assistance, and other miscellaneous taxes; and by the New Jersey Division of Pensions.

Contributions shall be made as soon as is reasonably possible after the funds have been deducted from an employee's salary. No such contribution shall be made on behalf of an employee until the amount contributed has been deducted from the employee's salary.

Deductions may also be made, provided they have been duly authorized by the employee in writing, for contributions on the employee's behalf for, and/or as required by law or court order:

1. The payment of premiums for group life, accidental death or dismemberment, hospitalization, medical, surgical, major medical, health and accident, and legal insurance plans, N.J.S.A. 18A:16-13;
2. The purchase of United States Government bonds, N.J.S.A. 18A:16-8;
3. The employee's participation in a summer payment plan for payment to the employee in installments over the summer months or by payment upon the death or termination of the employee, if earlier, N.J.S.A. 18A:29-8;
4. Tax sheltered annuities or custodial accounts, N.J.S.A. 18A:66-127;
5. Payments to a credit union, N.J.S.A. 40A:19-17;
6. An approved charitable fund raising campaign, N.J.S.A. 52:14-15.9c;
7. Bona fide organizational dues, N.J.S.A. 52:14-15.9e; and
8. Garnishments.

The Board upon written request by the employee, shall permit the remittance of funds for annuities and mutual funds only to those insurers and custodial accounts authorized by law and expressly approved by the Board. The Board will consider the approval of only those insurers and custodial accounts to which ten or more employees of this district subscribe. Any change in the amount of remittance must be requested in writing by the employee. The employee is responsible for the monitoring of his/her annuity. The Board has no liability as to the annuity's performance or the amount of contribution by the employee.

An employee who wishes to pay into a tax sheltered annuity or mutual fund offered by a firm not approved by this Board for payroll deductions must make his or her payment individually.

No Board employee shall withhold or pay to another or purchase or have assigned, other than by court order, any compensation for the services rendered by an employee of this district.

N.J.S.A.18A:16-9; 18A:66-19; 18A:66-30; 18A:66-78; 18A:66-128

N.J.S.A.43:3C-9

N.J.S.A.52:14-15.9; 52:18A-107 et seq.

N.J.S.A.54:8A-9

N.J.A.C.~~6:20-2A.7~~; ~~6:20-2A.9~~6A:23-2.8; 6A:23-2.10

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