

665 PAYROLL AUTHORIZATION

The Williams Bay School Board recognizes its obligation to pay its employees for services rendered in accordance with State and Federal laws and School District commitments.

Employment of all School District personnel whether by the year, month, week, day, or hour in contract or letter of employment, temporary, or substitute form must be approved by the School Board except where the authority to appoint certain personnel of the School District has been delegated to the District Administrator.

Each motion of the School Board to employ or reemploy a staff member shall include the name of the individual, the position title, and the compensation to be paid in accordance with base wage, salary, and/or compensation guidelines.

Contracted employees employed on a school year basis may voluntarily request payment over a twelve (12) month period for service performed during the school year, pursuant to 109.03, Wis. Stats. Employees that wish to receive compensation over a twelve (12) month period must designate this choice on their annual contract.

Legal Reference: Wisconsin Statutes 109.03

Approved: November 14, 2022