

**N E W J E R S E Y S C H O O L B O A R D S A S S O C I A T I O N**

**GOVERNANCE & OPERATIONS**

**FILE CODE: GO/3326.1**

BUSINESS OPERATIONS  
PAYROLL PROCEDURES

Pay Day Schedule

The Executive Director shall direct payment of employee salaries every other Friday. However, at the discretion of the Executive Director salary payments may be made on the last working day prior to an office holiday or closing.

Authority: BD 3/76  
BD 5/76  
BD 1/03  
BD 5/04

See Also: GO/4142