BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board")
Dr. Dan A. Sims, Superintendent

From: Eric Bush, Chief Financial Officer
Sherry H. Culves, Parker Poe Adams & Bernstein LLP

Subject: Policy DJC: Payroll Procedure **(Second Reading)**

Summary

The District is presenting Policy DJC: Payroll Procedure for Second Reading.

Background

The revisions to Policy DJC incorporate O.C.G.A. § 34-7-2, which requires payment on a semi-monthly basis. The provision regarding Termination Pay was revised to reflect restrictions on salary deductions set out in the Fair Labor Standards Act and 29 C.F.R. § 531.5. ("Whether in cash or in facilities, 'wages' cannot be considered to have been paid by the employer and received by the employee unless they are paid finally and unconditionally or 'free and clear'")

Recommendation

It is recommended that the Bibb County Board of Education approves the revisions to Policy DJC: Payroll Procedure.

Superintendent's Comments and Approval

Superintendent's Signature	Approved / Not Approved
Dr. Dan A. Sims	Approved