

EXEMPT EMPLOYEE SALARY DEDUCTIONS

All school district employees shall comply with the salary basis requirements of the Fair Labor Standards Act (FLSA). The board prohibits improper deductions from the salaries of exempt employees. If an employee believes an improper deduction has been made from his or her salary, the employee should immediately report this information to his or her direct supervisor, or to the General Director of Human Resources.

Reports of improper deductions shall be promptly investigated. If it is determined that an improper deduction has occurred, the employee shall be promptly reimbursed for any improper deduction made.